

**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 20th day of July 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**  
**July 20, 2010**  
**Agenda of Regular Meeting**

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A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held July 20, 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 - Rebecca Bell, Texas Virtual School Network
2. Pledge of Allegiance to the US flag - Jim Schul, Chief Information Officer Technology
3. Pledge of Allegiance to the Texas flag - Jim Schul, Chief Information Officer Technology
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. Texas Association of School Boards (TASB) Salary Schedule Review - Luz Cadena, Texas Association of School Boards
  - B. Announcement of Communications and Public Information National School Public Relations Association's (NSPRA) Award
  - C. Media Honor Roll - Carol Vaughn, Communications & Public Information
  - D. Comments from the Board on division reports and updates
    1. Annual report on Technology - Jim Schul, Chief Information Officer and Danny Vu, Director
    2. Annual report on Texas Virtual School Network - Angela Clark, Director
    3. Monthly update on Education Foundation of Harris County
    4. Monthly update on the Center for Safe and Secure Schools
    5. Monthly update on Head Start
  - 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 July 2010 - Jesus Amezcua, Assistant Superintendent for Business

Services

6. ACTION ITEMS - CONSENSUS

A. Consider approval of the meeting minutes for the June 15, 2010 Board meeting

B. Consider approval of the following Business Services items:

1. Disbursements through June 30, 2010
2. Amendments to the 2010-2011 budget
3. Monthly Investment Report

C. Consider ratification of revenue agreements for FY 2009-10 in the amount of \$158,400 for the following:

1. Special Schools – ABC East
  - a. Houston ISD – Addendum for 18 students for Extended School Year (ESY) from 6/14/10 through 7/23/10 in the amount of \$70,200
  - b. La Porte ISD – Student Contract from 5/11/10 through 6/3/10 in the amount of \$2,400
  - c. Pasadena ISD – Summer Contract for 7 students in the amount of \$27,300
  - d. Texas City ISD – Summer Contract for 1 student in the amount of \$3,900
2. Special Schools ABC West with Houston ISD – Addendum for 14 students for ESY from 6/14/10 through 7/23/10 in the amount of \$54,600

6. D. Consider approval of revenue agreements for FY2010-11 in the amount of \$4,231,020 for the following:

1. Records Management - Interlocal Contract with Danbury ISD for records related services from 9/1/10 until terminated by either party in the amount of \$2,000
2. Special Schools – ABC East
  - a. Crosby ISD – Annual contract for 5 students in the amount of \$97,500
  - b. Pearland ISD – Annual contract for 2 students in the amount of \$39,000
3. Special Schools – ABC West
  - a. Spring Branch ISD – Annual contract for 10 students in the amount of \$195,000
  - b. Spring ISD – Annual contract for 6 students in the amount of \$117,000
  - c. Stafford MSD – Annual contract for 1 student in the amount of \$19,500
4. Special Schools – Highpoint East
  - a. Deer Park ISD – Annual contract for 12 students in the amount of \$114,000
  - b. Galena Park ISD – Annual contract for 30 students in the amount of \$285,000
  - c. La Porte ISD – Annual contract for 13 students in the amount of \$123,500
  - d. North Forest ISD – Annual contract for 30 students in the amount of \$285,000
  - e. Sheldon ISD – Annual contract for 25 students in the amount of \$237,500
5. Special Schools Highpoint North with Spring ISD – Annual contract for 8 students in the amount of \$156,000
6. Therapy Services
  - a. Barbers Hill ISD – Music Therapy in the amount of \$2,500
  - b. Deer Park ISD – Music Therapy in the amount of \$29,250
  - c. Katy ISD – OT, PT, COTA, Music, and ESY in the amount of \$1,143,650

- d. Klein ISD – COTA in the amount of \$32,550
  - e. Spring Branch ISD – OT, PT, COTA, Music, and ESY in the amount of \$389,570
  - f. Spring ISD – OT, PT, COTA, PTA, Music, and ESY in the amount of \$729,610
  - g. Tomball ISD – OT, PT, COTA, PTA in the amount of \$232,890
- 6.E. Consider approval of Interlocal Contract amendments for programming for CASE Partnership Project with Houston Independent School District (HISD) to reflect the adjusted amount of \$1,451,440 (increase of \$343,180)
- 6.F. Consider approval of Interlocal Contracts for HCDE governmental services with Brownsville Housing Authority, City of Houston, Kennard ISD, City of Kyle, Matagorda ISD, City of Minneapolis (MN), and Van Vleck ISD
- 6.G. Consider approval of the following items for the Purchasing Cooperative:
- 1. Consider approval of job 10/045KJ for flags, flag poles, accessories and related items and services to the proposers offering the best value 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 07/20/10 to 07/19/11
  - 2. Consider approval of job no. 10/055DG for motor fuel, lubricants and related items to the proposers offering the best value and meeting specifications for the period of 7/20/10 through 7/19/11: Petroleum Wholesalers, Petroleum Traders, SC Fuels, ADA Resources, and Sundance Fuels
  - 3. Consider approval of contract renewal option with Champion Rentals for job no. 09/045LB for compact construction equipment for the period of 7/21/10 to 7/20/11
  - 4. Consider approval of contract renewal options with HD Supply for job no. 09/046LB for electrical, plumbing supplies, and industrial hand tools for the period of 7/21/10 to 7/20/11
  - 5. Consider approval of contract renewal options with J. Harding & Company for job no. 08/025JC for promotional products and related items for the period of 09/01/10 of 08/31/11
  - 6. Consider approval of contract renewal options with Austin Ribbon and Computer, CCS Presentations, CTREC Hilton Academy, Data Projections, En Pointe Technologies, Global Gov't./Ed. Solutions, Global Knowledge Training, Industrial Audio Visual, Insource Technology, M&A Technology, Mark III Systems, Micro Integration, Presidio Networked Solutions, Prime Systems, Softmart, T.M. Office Solutions, The Training Consortium, Total Technologies, Troxell Communications, TwoTrees Technologies, Unique Digital, and Xnet Systems for job no. 09/052JC for technology equipment and related items for the period of 8/17/10 to 8/16/11
6. H. Consider approval of expenditures for fiscal year ending August 31, 2010 under Policy CH Local for Constellation New Energy by various HCDE Divisions in an amount not to exceed \$800,000 (increase of 150,000)
- I. Consider approval of job no. 10/065KJ for local food and catering services to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP: Catering by George, Freebirds, Franklin Southern Maids Donuts, French Corners, French Press Café, Fuddruckers, Hungry's café, Hyatt Regency Hotel, James Coney Island and Jason's Deli for the period of 07/20/2010 to 07/19/2011
  - J. Consider approval of the following items for Choice Facility Partners:
    - 1. Consider approval of contract renewal options with TFS Energy Solutions, LP dba

Tradition Energy for job no. 08/038JC for energy consulting & management service for the period of 09/01/10 to 08/31/11

- 6.J.2. Consider approval of contract renewal options with FaceKey Corporation for job no. 08/039JC for biometric security system for the period of 10/01/10 to 9/30/11
3. Consider approval of contract renewal options with A&F Elevator Company Inc. and EMR Elevator Inc. for job no. 08/041JC for elevator service for the period of 10/01/10 to 09/30/11
4. Consider approval of contract renewal options with GroundFORCE Building Systems for job no. 08/043JC for modular/concrete buildings for the period of 10/01/10 to 9/30/11
5. Consider approval of contract renewal options with ProComputing Corporation for job no. 09/019DR for whiteboards, equipment, installation and related items for the period of 08/01/10 to 07/31/11
6. Consider approval of contract renewal options with Davis Furniture Industries, Inc., Debner + Company, FE Hale Manufacturing, One Gunlocke Company, Hallmark Office Products, Herman Miller, Inc., Krueger International, Inc., Office Pavilion, OM Workspace, South Texas School Furniture, Versteel, and Watson Furniture Group for job no. 09/039CG for office furniture, equipment, installation & related items for the period of 08/01/10 to 07/31/11
7. Consider approval of contract renewal options with Hallmark Office Products and Office Pavillion for job no. 09/044CG for instructional furniture (classroom, library, science and cafeteria), equipment, installation and related items for the period of 08/01/10 to 07/31/11
8. Consider approval of contract renewal options with Kaiser International, Inc. for job no. 09/048CG for signage, installation and related items for the period of 08/01/10 to 07/31/11
9. Consider approval of contract renewal options with McCoy Workplace Solutions for job no. 09/049CG for whiteboards, equipment, installation and related items for the period of 08/01/10 to 07/31/11
10. Consider approval of contract renewal options with Shaw Industries Inc. and Mohawk Carpet Distribution, Inc. dba The Mohawk Group for job no. 09/051CG for commercial floor covering, installation and related items for the period of 08/01/10 to 07/31/11
11. Consider approval of contract renewal options with Atlas Universal, Inc., Design-Build Solutions, Inc., Houston's Waterproofing & Sheet Metal Specialist, LLC, J Reynolds & Company, Inc., McKamie Commercial Services, Paragon Roofing, Inc., Reliable Commercial Roofing Services, Inc., Sea-Breeze Roofing, Inc., Supreme Roofing Systems, and Texas Liqua Tech Services, Inc. for job no. 09/053DR for roofing systems for the period of 10/01/10 to 09/30/11
12. Consider ratification of a correction to the Choice Facility Partners administration fee for Lone Star College projects with Houston's Waterproofing & Sheet Metal, Sea-Breeze Roofing, and Supreme Roofing Systems for job no. 09/053DR – Roofing Systems effective August 17, 2009. The fee was mistakenly included in a general contract with 3% when the agreement with Lone Star College was to have been 2%
13. Consider approval of contract renewal options with Advanced Filtration Systems – Houston, Aggreko, LLC, Dominion Air & Heat LLC, GOES Heating Systems, and Letsos Company for job no. 09/054DR for HVAC equipment, installation, service & related items for the period of 10/01/10 to 09/30/11

- 6.J.14. Consider approval of contract renewal options with Delta-T Digital Archiving, Ltd and Document Scanning Service, LLC for job no. 09/059JC for digital archiving and related services for the period of 10/01/10 to 09/30/11
15. Consider approval of contract renewal options with Dura Pier Facilities Services, LTD and Texas General Contractors, Inc. for job no. 09/063DR for disaster recovery & restoration services for the period of 09/21/10 to 09/20/11
16. Consider approval of contract renewal options with EPIC Group, Inc., LECS Ltd, and Trio Electric, Ltd for job no. 09/069JC for electrical contracting & related services for the period of 10/01/10 to 9/30/11
17. Consider approval of contract renewal options with Learnscapes, Inc. dba/Creative Learning Systems for job no. 09/073CG for technology laboratory for the period of 10/01/10 to 09/30/11

#### ACTION ITEMS - NON-CONSENSUS

7. Consider approval of the FY 2010-2011 Harris County Department of Education Budget totaling \$49,194,740 effective September 1, 2010
8. Consider adoption of the 2010-2011 Salary Schedule
9. Consider approval of a three-year contract with Claims Administrative Services, Inc. (CAS) for third party administration of Worker's compensation in the amount not to exceed \$32,039 for the period of 09/01/10 through 08/31/11 (subject to payroll variations in subsequent years)
10. Consider approval of the following Professional Services Contracts for FY 2010-2011:
  - A. Consider approval of Professional Services Contract with Debra Anderson to provide consulting services to HCDE in conjunction with the Instructional Support Services Division in an amount not to exceed \$60,000 plus pre-approved expenses for the period of 09/01/10 through 08/31/11
  - B. Consider approval of Professional Services Contract with Mary Lynn Johnson to provide consulting services to HCDE in conjunction with the Instructional Support Services Division in an amount not to exceed \$50,000 plus pre-approved expenses for the period of 09/01/10 through 08/31/11
  - C. Consider approval of Professional Services Contract with Kris Reid to provide consulting services to HCDE in conjunction with the Instructional Support Services Division in an amount not to exceed \$39,500 plus pre-approved expenses for the period of 09/01/10 through 08/31/11
  - D. Consider approval of Professional Services Contract with James William Sned to provide consulting services to HCDE in conjunction with the Teacher Alternative Certification Program in an amount not to exceed \$70,880 plus pre-approved expenses for the period of 09/01/10 through 08/31/11
11. Consider approval of job 10/057JG for chemical and metal detection security systems and related items and service to the proposers offering the best value and meeting the specification outlined in the RFP: Bravo Zulu Security Solutions and First Capital International, Inc (VIP Systems) for the period of 07/20/10 to 07/19/11
12. Consider purchase of chemical and metal detection security systems from Bravo Zulu Security Systems for the 6300 Irvington address at a cost of \$60,034. Please note: The administration does not recommend approval.
13. Consider adoption of Resolution adopting the Harris County All Hazard Mitigation Plan (Mitigation Plan) as recommended by the Center for Safe and Secure Schools
14. Consider acceptance of funds totaling \$2,500,000 from the Texas Education Agency for Cycle

5 Year 3 CASE 21st Century Community Learning Centers grant. The grant serves Cypress-Fairbanks ISD; Fort Bend ISD; George I. Sanchez Charter School; Goose Creek CISD; Houston ISD; Humble ISD; KIPP Inc. Houston; Pasadena ISD; Pearland ISD; Sheldon ISD; Spring Branch ISD; and YES Preparatory Charter

15. Consider approval of second amendment with Linebarger, Goggan, Blair & Sampson, LLP, law firm representing Harris County and other participating entities, for enforcement of collection of delinquent taxes for Harris County Department of Education
16. Consider approval of Competitive Sealed Bid as the method of procurement under TEC 44.035 with Houston's Waterproofing & Sheet Metal Specialist, LLC under job no. 09/053DR-01 Roofing Systems, for the installation of a roof system at Highpoint East and Highpoint North in the fixed amount of \$122,959.64. Projects will be paid with QZAB funds
17. 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. Update on EEOC charge filed by former employee
  - B. Routine personnel items: 551.074
18. RECONVENE for possible action on items discussed in executive session
19. INFORMATION ITEMS
  - A. HCDE Risk Awareness Process for FY 2009-10
  - B. Revenue contract less than \$50,000 for FY2009-10
    1. CASE
      - a. Memorandum of Agreement with the City of Houston to implement AmeriCorps project for eight parks and recreations sites from 6/7/10 through 7/31/10 in the amount of \$25,000
      - b. Revenue Agreement with Spring Branch ISD for Americorps service at Pine Shadow Elementary from 1/4/10 through 5/28/10 in the amount of \$800
      - c. Amendment with Spring Branch ISD to include summer program at Buffalo Creek Elementary from 8/1/2009 through 7/31/10 (new aggregate of \$349,276) in the amount of \$1,276
    2. Instructional Support Services
      - a. Contract with Houston ISD for GT update for linguistically and culturally diverse populations on 8/20/10 in the amount of \$1,170
      - b. Service Agreement with National Council of Teachers of Mathematics to host the 14th annual Leadership Academy from 6/23/10 through 6/25/10 in the amount of \$2,700
      - c. Contract with Texas Chemical Council to present "Science Teachers and Industry: Learning about chemicals and the environment" from 8/3/10 through 8/5/10 in the amount of \$1,600
      - d. Service Agreement with Texas State University to present at the 2010 MELL conference from 7/8/10 through 7/10/10 in the amount of \$266
    3. School Governance - Professional Service Contract with Lamar CISD for review of Technology from 5/1/10 through 7/15/10 in the amount of \$9,500
    4. Technology
      - a. Service Agreement with the University of Houston for registration and initial set up of a new website from 7/1/10 through 7/31/10 in the amount of \$3,000

- b. Service Agreement for Digital Learning and Instructional Technology (DLIT) with the University of Texas to create online environment for OnTRACK system from 4/15/10 through 8/31/10 in the amount of \$45,000
  - C. Revenue contract less than \$50,000 for FY2010-11
    - 1. ECI Keep Pace
      - a. Service Agreement with Blue Cross/Blue Shield of Texas for HMO network participation from 7/1/10 and until terminated by either party in an unknown amount
      - b. Service Agreement with Blue Cross/Blue Shield of Texas for PPO/POS network participation from 7/1/10 and until terminated by either party in an unknown amount
    - 2. Instructional Support Services - Contract with Angleton ISD for ESL training on 10/15/10 in the amount of \$850
    - 3. Digital Learning and Instructional Technology - Service Agreement with the University of Texas System to create an online facilitator course in the project share platform from 3/26/10 through 3/26/11 in the amount of \$24,000
    - 4. Therapy Services - Interlocal Amendment previously board approved on 6/17/10 with Cypress-Fairbanks ISD to decrease FY11 services by \$79,650 due to removal of one position from 8/16/10 through 8/15/11
  - D. Non-monetary Contracts for FY2009-10
    - 1. CASE - Agreement with the City of Houston for use of the Wortham Center to host their Kids' Day 2010 program on 6/30/10
    - 2. Instructional Support Services - Speaker Agreement with Houston ISD to present "Understanding Learning and Learners" on 7/21/10
  - E. Non-monetary Contracts for FY2010-11
    - 1. Head Start Memorandum of Understanding with AVANCE Head Start, Gulf Cost Community Head Start, and Neighborhood Centers Inc. Head Start for collaboration to serve Head Start families in Harris County from 4/15/10 until terminated by any party in writing
    - 2. Human Resources Agreement via Interlocal Contract with Region IV for American Heritage Life Insurance Company to provide employees with cancer insurance on a voluntary basis paid through employee payroll deductions from 9/1/10 until 8/31/11
  - F. Enrollment and performance reports: Adult Education and CASE
  - G. Employee count
  - H. Donations report
  - I. BRAVO awards
20. ADJOURN - Next regular meeting is scheduled for Tuesday, August 17, 2010, Board room, 6300 Irvington Blvd, Houston, Texas, 77022, at 1:00 p.m.



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