

**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 **18th day of April 2018 at 1:00 p.m.** 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.

*James Colbert, Jr., County School Superintendent*



**The Board of Trustees**  
**April 18, 2018**  
**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 April 18, 2018, beginning at 1:00 p.m. 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** - Anthony Washington, Records Management
2. **Pledge of Allegiance to the US flag** - Natalya Sumner, Head Start
3. **Pledge of Allegiance to the Texas flag** - Natalya Sumner, Head Start
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 completing a participation request card available at the Board room at least 10 minutes prior to a regular Board meeting.
5. **Reports and presentations:**
  - A. **Superintendent Monthly Report** - James Colbert, Jr.
  - B. **Annual update on the HCDE Head Start Division** - Venetia Peacock, Senior Director
  - C. **Annual update on the HCDE Records Management Division** - Curtis Davis, Director
  - D. **Report of the Board Feasibility Subcommittee** - Don Sumners
  - 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. **Monthly Financial Reports through 03/31/2018** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. Monthly Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for March 2018

B. Consider approval of the following Board Meeting Minutes:

1. 02/28/2018 Development Committee Meeting
2. 02/28/2018 Policy Committee Meeting
3. 02/28/2018 Board Meeting

C. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Contract award for job no. 18/016CG for Construction Photographic Documentation Services and Related Items with the following vendor:** Multivista Systems, LLC dba Multivista for the period 04/18/2018 through 04/17/2019.
2. **Contract award for job no. 18/033KC for Turnkey Drug Testing Services for DOT regulated employees and non-DOT regulated employees and Related Items** for vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: Forward Edge, Inc.; Pinnacle Medical Management, and Smart Sales, LLC dba Smartox for the period of 05/21/2018 through 05/20/2019.
3. **Contract renewal option for job no. 14/015CG for IDIQ Athletic (Indoor/Outdoor) Surfaces with the following vendor:** Adventure Playground Systems, Inc. for the period 05/20/2018 through 05/19/2019.
4. **Contract renewal option for job no. 15/021KC for Insurance and Third Party Administration Services with the following vendors:** Brown & Brown Lone Star Insurance Services, Inc. dba Alamo Insurance Group; Financial Benefit Services, LLC, and Total Compensation Group Consulting, LP dba TCG Consulting for the period 05/19/2018 through 05/18/2019.
5. **Contract renewal option for job no. 15/025JN for Modular Buildings and Other IDIQ Related Services with the following vendors:** Aries Building Systems, LLC; McGrath RentCorp and Subsidiaries dba Mobile Modular Management Corporation, and Palomar Modular Buildings LLC for the period 05/19/2018 through 05/18/2019.
6. **Contract renewal option for job no. 15/030JN for Exterior Building Cleaning and Related Services with the following vendors:** Ameri-clean and Mid-Continental Restoration Company, Inc. for the period 05/19/2018 through 05/18/2019.
7. **Assignment of contract for job no. 17/009KH-08 for Janitorial Supplies and Related Items:** from Last Group Enterprises, Inc. to Advanced Blending, Inc., effective upon Board approval. Advanced Blending has acquired the assets of Last Group Enterprises, Inc.

8. **HCDE Interlocal Agreements with:** Glen Rose Independent School District, Glen Rose Texas; Midland County, Midland, Texas; Waskom Independent School District, Waskom, Texas; Board of Trustees of the Galveston Wharves (Port of Galveston), Galveston, Texas; City of College Station, College Station, Texas; Raleigh County Board of Education, Beckley, West Virginia; County of Eastland, Eastland, Texas, Charles County Sheriff's Office, La Plata, Maryland, City of Alamo, Alamo, Texas, SCORE Corpus Christi, Corpus Christi, Texas
- D. Consider approval of the following items for Internal Purchasing:
1. **Contract renewal option for job no. 15/027KJ for Head Start Substitute Teachers and Teacher Aides with the following vendor:** BlazinBrook Preparatory Schools of the Artz for the period of 06/15/2018 through 06/14/2019.
  2. **Contract renewal option for job no. 16/045YR for CASE After School and Summer Direct Service Providers with the following vendor:** Math-A-Matics Tutoring, LLC for the period of 06/21/18 through 06/20/2019.
  3. **Contract renewal option for job no. 16/023YR for Nutrition Services Consultant with the following vendor:** Community Nutrition Outreach Services for the period of 06/21/18 through 06/20/2019.
  4. **Contract renewal option for job no. 16/024YR for Speech Language Pathology Services with the following vendor:** Bertha L. St. John dba Solid Rock Speech Language Clinic for the period of 06/21/2018 through 06/20/2019.
  5. **Contract renewal option for job no. 15/038JG-02 for Early Head Start Child Care Partnership with the following vendor:** John G. Jones Learning Center for the period of 07/01/2018 through 06/30/2019.
  6. **Contract award for job no. 18/035YR for Head Start Substitute Teachers and Teacher Assistants to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Child Care Careers, LLC and A-1 Personnel of Houston, Inc. for the period 05/01/2018 through 04/30/2023 subject to annual appropriations of funding.
  7. **Contract award for job no. 18/032YR CASE for Kids Consultants and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Puppet Pizzazz; Urban Harvest, Inc.; Shamelessly Saved Productions; Parker and Jamison, LLC; Look to Success; Educational Research and Consulting, PLLC; Best Practice Associates, Inc.; TAPS Academy; Dyrun Enterprises, Inc. dba A-Smart Consulting; 5Works, Inc.; Math-A-Matics Tutoring, LLC and 5 Star Academy for the period of 04/18/2018 through 04/17/2023 subject to annual appropriations of funding.
- E. **Consider approval of budget item for CASE for Kids to pay for professional development and travel expenses of non-employees per Houston Galveston Area Council (HGAC) interlocal with HCDE for the period 05/01/2018 through 09/30/2018.** As per the contract agreement with HGAC, CASE for Kids will utilize HGAC Quality Service funding to cover the expenses of non-employee travel arrangements and professional development for out-of-school time community collaborators. Board Policy CH (Local) for such travel requires Board approval as of the 01/26/2017 Board meeting.
- F. **Consider approval of letter of support for CASE for Kids' application to the Texas Education Agency 21st Century Community Learning Centers, Cycle 10 grant program.**

7. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider approval of contract with Construction Masters (Choice Partners RFP #15/041JN-04)** for the Ropes Challenge Course for Fortis Academy in the amount of \$69,115.78.
- B. **Consider approval of contract with UDI (Job No. 13/068-DG-38)** for expanded backup storage for Irvington and NPO data centers in an amount not to exceed \$78,369.92.
- C. **Consider approval to amend the payments of three Early Head Start Child Care Partners (EHS) CCP service agreements:** Payments are fully funded by the Early Head Start grant.
  - **Deskot LLC, DBA Kool Kids Daycare** RFP # 16/014YR. Payment did read \$90,000. Payment now reads \$130,000 (\$40,000 increase). Payment is for 254 days serving up to 24 students.
  - **Fellowship of Purpose Early Childhood Learning Center** RFP# 15/051YR. Payment did read \$90,000. Payment now reads \$109,000 (\$19,000 increase). Payment is for 256 days serving up to 16 students.
  - **Let's Learn Christian Learning Center** RFP# 15/051YR-4. Payment did read \$55,000 Payment now reads \$59,000 (\$4,000 increase). Payment is for 252 days serving up to 16 students.
- D. **Consider approval to purchase playground equipment and installation from Playgrounds by Kaplan** (Job no. 17/046MR) for HCDE Early Head Start Child Care Partners (EHS CCP) in the amount of \$115,446.69 (fully funded by Head Start funds).

Location	Quote #	Amount
John G Jones	AAAQ27432-03	\$15,431.88
Kool Kids Daycare	AAAQ27914-03	\$33,338.27
Let's Learn Christian Learning Center	AAAQ27913-03	\$33,338.27
Purpose Kids - Fellowship of Purpose Early Childhood Learning Center	AAAQ27915-02	\$33,338.27
<b>TOTAL</b>		<b>\$115,446.69</b>

- E. **Consider rescinding approval of agreement with TXU Energy (Job # 16/052JN) approved at the 02/28/2018 Board Meeting; approving an agreement with TXU Energy (Job # 16/052JN)** for a term (initial term and renewal term(s), if any) not to exceed 84 months beginning July 2019; and delegating authority to the Superintendent or his designee to negotiate, finalize, and execute the contract. Per kwh pricing is based on market conditions at the time of contract execution.

- F. **Consider approval of contract award for job no. 180016416 for E-rate Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 7/1/2018 through 6/30/2021**

AT&T, Inc. - Local phone (1 year month to month contract)  
AT&T, Inc. - Long distance (1 year month to month contract)  
Total Technologies, LLC - SIP Trunk (1 year contract)  
Comcast Business - Leased Lit Fiber - A-1A (3 year contract)

- G. **Consider first reading of the following revised local policies:**

1. BBE (Local)
2. CDA (Local)
3. CKC (Local)
4. DEC (Local)
5. DF (Local)
6. DH (Local)
7. DNA (Local)
8. EHBAF (Local)
9. FFAA (Local)
10. FFF (Local)
11. FFI (Local)
12. GBAA (Local)
13. GKA (Local)
14. GKC (Local)
15. GKE (Local)

8. **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:**

Nurse, Fortis Academy

- B. **Deliberate Superintendent's recommendation to terminate a probationary contract employee's Chapter 21 contract at the end of the contract period in the best interest of the Department.**

- C. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**

9. **RECONVENE** for possible action on items discussed in executive session

- A. **Employment:**

Nurse, Fortis Academy

- B. **Consider terminating probationary contract employee's Chapter 21 contract at the end of the contract period in the best interest of the Department.**

10. **INFORMATION ITEMS**

- A. **Human Resources Information Items**

- B. **March 2018 Employee Count**

- C. **HCDE Area I Head Start Performance Reports** for the months of January and February 2018.
  - D. **HCDE Area I Head Start USDA Meal Totals for the months of December 2017, January and February 2018**; this information was derived from the free standing centers, as well as those that are a part of a multi-service center. It is the count of the students' attendance, breakfasts, lunches, and PM snacks.
  - E. **Submission of a \$25,092 grant request to the Stewart J. Rahr Foundation to support HCDE Area I Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read Program**, providing books to 697 students at eight centers.
  - F. **Submission of a \$18,900 grant request to the Ed Rachal Foundation to support HCDE Area I Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read Program**, supporting 525 students at six Head Start centers.
  - G. **Submission of proposal to Humanities Texas to support Teaching and Learning Center's Teachers, WRITE! 2-day workshop** scheduled for Thursday and Friday, October 18-19, 2018 at Harris County Department of Education – 5th floor Conference Center; projected to serve 75 educators.
  - H. **Schools Division Enrollment Report** for March 2018
  - I. **HCDE Donations/Sponsorships for the Months of February and March 2018**
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, May 16, 2018, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

A handwritten signature in blue ink, reading "James Colbert, Jr." with a stylized flourish at the end.

James Colbert, Jr.  
County School Superintendent