

**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 May 2022 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**  
**May 18, 2022**  
**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 May 18, 2022, beginning at 1:00 p.m.

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** - Roxanne Torres, Human Resources
2. **Pledge of Allegiance to the US flag** - Norma Rodriguez, Center for Educator Success
3. **Pledge of Allegiance to the Texas flag** - Norma Rodriguez, Center for Educator Success
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. **Employee of the Month** - Natasha Truitt, Executive Director of Human Resources
  - B. **Superintendent Monthly Report** - James Colbert, Jr.
  - C. **Annual Division Update on Human Resources** - Natasha Truitt, Executive Director
  - D. **Annual Division Update on the Center for Educator Success** - Cynthia Brunswick, Senior Director
  - 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. **Report of Board Committees** - Committee Chairs
  - G. **Monthly Financial Reports through 04/30/2022** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
6. **ACTION ITEMS - CONSENSUS**
  - A. Consider ratification/approval of the following Business Services items:
    1. Disbursement Report
    2. Budget Amendment Report
    3. Monthly Investment Report for April 2022

- B. Consider ratification/approval of the following Board Meeting Minutes:
1. 04/20/2022 Board Meeting
- C. Consider acceptance of the following grant awards:
1. **Acceptance of the Notice of Award (06CH011535-03-01) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) for the Head Start Division in the amount of \$6,187,594** for the period of 01/01/2022 through 12/31/2022.
  2. **Acceptance of the Notice of Award (NOA) 06HP000311-03-01 from the Department of Health and Human Services (HHS) Administration** for Children and Families (ACF) for the Head Start Division (Early Head Start Child Care Partnership) for COVID-19 carryover funds in the amount of \$42,336 for the budget period of 09/01/2021 through 08/31/2022.
  3. **Acceptance of the 2022 Child Care Relief Fund Grant in the amount of \$4,157,748** for 13 HCDE Head Start Campuses from the Texas Workforce Commission for expenses including but not limited to enhanced compensation and/or benefits incurred through 05/31/2023.
- D. Consider ratification/approval of the following grant proposals:
1. **Approval for HCDE Head Start to submit a grant request for the 2022 Cost-of-Living Adjustment (COLA) and Quality Improvement (QI) Funds in the amount of \$336,365** for the project period of 01/01/2022 through 12/31/2022 (fully funded by Head Start funds).
  2. **Approval for HCDE Early Head Start to submit a grant request for the 2022 Cost-of-Living Adjustment (COLA) and Quality Improvement (QI) Funds in the amount of \$122,976** for the project period of 09/01/2022 through 08/31/2023 (fully funded by Early Head Start funds).
- E. Consider ratification/approval of the following Interlocal Contracts:
1. **Approval of Interlocal (revenue) contract for Summer School FY 2022 in the aggregate amount of \$87,090 with Academic and Behavior School West with the following district:** Fort Bend ISD for fifteen (15) out-of-county Extended School Year (ESY-Summer School) contracts in the amount of \$87,090 (\$5,806 each) for the time period of 06/07/2022 through 07/14/2022.
  2. **Approval of Interlocal (revenue) contracts for FY 2023 for Therapy Services in the aggregate amount of \$36,540 with School-Based Therapy Services and the following districts:** Deer Park ISD (44 students served in FY21) in the amount of \$17,640; and Columbia Brazoria ISD (15 students served in FY21) in the amount of \$18,900.
- F. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for job no. #22/027MR for M & O (Maintenance & Operations) Parts and Equipment with the following vendors:** Acme Architectural Hardware (#22/027MR-01); Alkean Industries, Inc. (#22/027MR-02); Batteries Plus, LLC (#22/027MR-03); Best Plumbing Specialties, Inc. (#22/027MR-04); Competitive Choice Inc. (#22/027MR-05); Delta Air Conditioning and Heating LLC (#22/027MR-06); Facility Solutions Group, Inc. (#22/027MR-07); Total Maintenance Solutions South dba TMS-South (#22/027MR-08); and Wholesale Electric Supply of Houston, Inc. (#22/027MR-09) for the period of 05/18/2022 through 05/17/2023.

2. **Approval of the Contract Award for job no. #22/029SG for Water Treatment Chemicals and Related Items with the following vendors:** Chem Aqua, Inc. (#22/029SG-01); Design Controls LLC dba ChemDAC Solutions (#22/029SG-02); Kurita America, Inc. (#22/029SG-03); BR Kym, Inc dba Worth Hydrochem of Houston (#22/029SG-04) for the period of 05/18/2022 through 05/17/2023.
  3. **Approval of the Contract Award for job no. #22/030SG for Waste and Recycling Services with the following vendors:** IT Recycling Group, Inc. (#22/030SG-01); Waste Management of Texas, Inc. (#22-030SG-02) for the period of 05/18/2022 through 05/17/2023.
  4. **Approval of HCDE Interlocal Agreements with:** City of Cedar Park, Cedar Park, Texas; City of Nederland, Nederland, Texas; City of Round Rock, Round Rock, Texas; Hurst-Euless-Bedford ISD, Bedford, Texas; Truman State University, Kirksville, MO; Waco Independent School District, Waco, Texas.
- G. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for job no. 21/074IA-3 Contracted Services for Professional Development, Speakers, and Trainers for the Teaching and Learning Center Division with the following proposer(s):** 95 Percent Group (95 Percent Group LLC); Agile Designs and Services LLC; BE GLAD LLC (BE GLAD LLC); Frog Street Press, LLC; Great Minds; Houston: reVision; J.F. Carter Solutions, LLC; Jennifer Serravallo Consulting; Kesler Science LLC; Kim Nugent Enterprises; Scholars for the Soul: An Educational Solutions Firm, LLC; SchoolMint; Susan M. Catlett, Ph.D., BCBA-D; Teaching Strategies, LLC; The Flippen Group; TROXELL COMMUNICATIONS, INC.; United Training Commercial, LLC (United Training); and Walsh Gallegos Treviño Russo & Kyle P.C. for the period of 06/01/2022 through 05/31/2027.
  2. **Approval of Contract Award for job no. 22/028EJ for Classroom Equipment - Large Monitors with Computers to the following vendors:** AE Touch Technologies, Inc.; CDW LLC, dba CDW Government, LLC; MCA Communications, Inc.; United Data Technologies, Inc., dba UDT Financial Services; Visual AV LLC; Visual Techniques, Inc.; Dahill Office Technology Corporation, dba Xerox Business Solutions Southwest from 05/19/2022 through 05/18/2027.
  3. **Approval of Contract Award for job no. 22/034YR Lease of a Humble Head Start/Early Head Start Facility for Harris County Department of Education with the following proposer(s):** Journey of Faith United Methodist Church for the period of 05/18/2022 through 05/17/2042, subject to annual appropriations of funding.
  4. **Approval of Contract Award for job no. 22/035EJ for Coaching, Professional Development, Speaking Engagements, and Training for the following vendors:** 1st Class Educator; Academic Coaching Experts LLC; BadgeCert; BE GLAD LLC; Belinda Rojano Tijerina dba BRT Professional Development Solutions; CCS Global Tech (California Creative Solutions, Inc); CENTEGIX (34ED LLC); Cheryl R. Vital; CoHeart Support Services; Crabtree Coaching Collaborative; Dr. Mary E. White International, LLC; DrHopeObika; EdConnective; Education Elements, Inc.; Forged Ed; Grow Minds Consulting LLC; Houston A+ Challenge; Invest in Yourself LLC; Jean Polichino Consulting, LLC; Jennifer Serravallo Consulting, LLC; Life Enhancement Services; Lisa K Bailey; Momentum Services; Next Steps Education Consultant; PHS Capital LLC; Qualtrics; Raynbo Development LLC; Real OT Solutions, Inc.; Really Hire Ed; Rivera-Vega Group, LLC; Safe Havens International, Inc.; Stetson & Associates, Inc.; Teach 3Sixty; TEEN TRUTH (TEEN TRUTH, LLC); The Grain LLC; The I Love U Guys Foundation; The K.N.E.W. Solutions (Keschia Matthews); Thompson & Horton LLP; Training and Leadership Consulting; Two Worlds, LLC; Uncharted Territory Solutions (Uncharted Territory LLC); United Training Commercial, LLC (United Training); Vedara; Velvet Rope Experience (VRE Business Solutions); Walsh Gallegos Treviño Russo & Kyle P.C.; and Yvette De Luna for the period 05/19/2022 through 05/18/2027.

7. **ACTION ITEMS - NON-CONSENSUS**
- A. **Approval to purchase DataVox network and data center switches (job no. 18/056KD-18) in the amount of \$265,192** to replace aging and end of life network equipment supporting the Irvington data center and Irvington building.
  - B. **Approval to purchase E-rate approved equipment from Netsync (job no. 18/056KD-40)** in the amount of \$197,664.
  - C. **Approval for HCDE Head Start to purchase replacement cameras and servers for eight Head Start campuses in the amount of \$166,667** from Quality Security Systems through HCDE Choice Partners Contract # 21/021MJ-31. (This project is fully funded by Head Start Funds.)
  - D. **Approval of the Job Order Contracting method of procurement and Job Order Contract with Nash Industries, Inc. (20/017MR-15)** for the Modular Building and related items at the Proposed Humble Early Head Start Center in the total amount of \$1,284,155. (This project is fully funded by Head Start Funds.)
  - E. **Approval of the Job Order Contracting method of procurement and Job Order Contract with Quality Security Systems (21/021MJ-31)** for the Access Controls, Fire Alarm, Security Cameras, and Security Alarm at the proposed Humble Early Head Start Center in the total amount of \$121,003. (This project is fully funded by Head Start Funds.)
  - F. **Approval of Resolution authorizing imposition of penalties and attorney's fees on delinquent taxes and HCDE's contract for delinquent tax collection with Linebarger, Goggan, Blair and Sampson, LLP.** authorizing the imposition of attorney's fees of 15% on delinquent tax accounts for tax year 2021. (This is a reduction from the current 20% fee).
  - G. **Approval of FY 2021-2022 Investment Resolution for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers** in accordance with the Public Funds Investment Act.
  - H. **Approval of a resolution regarding retention incentives for Head Start staff.** (This item is fully funded by Head Start Funds.)
  - I. **Discussion and presentation of the preliminary taxable values for tax year 2022.**
  - J. **Consider election of President and one or more Vice Presidents of HCDE Board of Trustees.**
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. **Deliberate Superintendent's recommendation to terminate an assistant principal's Chapter 21 probationary employment contract** at the end of the contract term in the best interest of the Department; obtain legal advice regarding same.
  - B. **Deliberate Superintendent's recommendation to terminate a transition specialist's Chapter 21 probationary employment contract** at the end of the contract term in the best interest of the Department; obtain legal advice regarding same.
  - C. **Deliberate Superintendent's recommendation to propose nonrenewal of a teacher's Chapter 21 term employment contract** for one or more reasons outlined in Policy DFBB (Local) and determine whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner; obtain legal advice regarding same.

**D. Deliberate Superintendent's recommendation to award Chapter 21 Contracts for 2022-2023:**

Chapter 21 Probationary Contracts for campus personnel

2 Teachers, ABS East  
1 Counselor, ABS East  
4 Teachers, ABS West  
1 School Nurse, ABS West  
2 Teachers, Highpoint School East

Chapter 21 Term Contracts for campus personnel

11 Teachers, ABS East  
1 Transition Specialist, ABS East  
2 Assistant Principals, ABS East  
1 Principal, ABS East  
2 Assistant Principals, ABS West  
1 Counselor, ABS West  
1 Principal, ABS West  
10 Teachers, ABS West  
1 Transition Specialist, ABS West  
2 Teachers, Fortis Academy  
1 Counselor, Fortis Academy  
1 Registered Nurse, Fortis Academy  
1 Principal, Fortis Academy  
1 Assistant Principal, Highpoint School East  
1 Counselor, Highpoint School East  
11 Teachers, Highpoint School East  
3 Transition Specialists, Highpoint School East  
1 School Nurse, Highpoint School East  
1 Principal, Highpoint School East

Chapter 21 Probationary Contracts for non-campus personnel

1 Assistant Superintendent, Administration  
1 Senior Director, Center for Educator Success  
1 Education Advancement Officer, Center for Educator Success

Chapter 21 Term Contracts for non-campus personnel

1 Assistant Superintendent, Administration  
1 Recruitment Manager, Center for Educator Success  
1 Bilingual & Special Education Manager, Center for Educator Success  
1 Digital Education Manager, Center for Educator Success  
1 Elementary Education Officer, Center for Educator Success  
1 STEM Manager, Center for Educator Success  
1 Senior Director, Schools  
1 Instructional Coach, Schools  
1 Director - Curriculum & Compliance, Schools  
1 Compliance & Technical Support Officer, Schools

**E. Deliberate Superintendent's recommendation to award Non-Chapter 21 Contracts for 2022-2023:**

Assistant Superintendent - Business Services  
Director - Center for Safe & Secure Schools  
Director - Information Technology  
Chief Accounting Officer  
Chief of Staff  
Director - Research & Evaluation  
Director - Facilities Construction  
Chief Communications Officer  
Senior Director - School-Based Therapy Services

Director - Records Management  
Director - Marketing & Client Engagement  
Senior Director - Choice Partners  
Director - Communications & Creative Services  
Director - Procurement Services  
Director - Adult Education  
Senior Director - Head Start  
Director - Facilities Maintenance  
Director - Center for Grants Development  
Senior Director - Adult Education  
Director - CASE  
Executive Director - Human Resources  
Executive Director - Facilities

- F. **Deliberate** the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- G. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.
9. **RECONVENE** for possible action on items discussed in executive session.
- A. **Consider terminating assistant principal's Chapter 21 probationary employment contract** at the end of the contract term in the best interest of the Department.
- B. **Deliberate terminating a transition specialist's Chapter 21 probationary employment contract** at the end of the contract term in the best interest of the Department.
- C. **Consider proposing nonrenewal of teacher's Chapter 21 term employment contract** for one or more reasons outlined in Policy DFBB (Local) and determining whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner.
- D. **Consider approval of Superintendent's recommendation to award Chapter 21 Contracts for 2022-2023:**

Chapter 21 Probationary Contracts for campus personnel

2 Teachers, ABS East  
1 Counselor, ABS East  
4 Teachers, ABS West  
1 School Nurse, ABS West  
2 Teachers, Highpoint School East

Chapter 21 Term Contracts for campus personnel

11 Teachers, ABS East  
1 Transition Specialist, ABS East  
2 Assistant Principals, ABS East  
1 Principal, ABS East  
2 Assistant Principals, ABS West  
1 Counselor, ABS West  
1 Principal, ABS West  
10 Teachers, ABS West  
1 Transition Specialist, ABS West  
2 Teachers, Fortis Academy  
1 Counselor, Fortis Academy  
1 Registered Nurse, Fortis Academy  
1 Principal, Fortis Academy  
1 Assistant Principal, Highpoint School East  
1 Counselor, Highpoint School East  
11 Teachers, Highpoint School East

- 3 Transition Specialists, Highpoint School East
- 1 School Nurse, Highpoint School East
- 1 Principal, Highpoint School East

Chapter 21 Probationary Contracts for non-campus personnel

- 1 Assistant Superintendent, Administration
- 1 Senior Director, Center for Educator Success
- 1 Education Advancement Officer, Center for Educator Success

Chapter 21 Term Contracts for non-campus personnel

- 1 Assistant Superintendent, Administration
- 1 Recruitment Manager, Center for Educator Success
- 1 Bilingual & Special Education Manager, Center for Educator Success
- 1 Digital Education Manager, Center for Educator Success
- 1 Elementary Education Officer, Center for Educator Success
- 1 STEM Manager, Center for Educator Success
- 1 Senior Director, Schools
- 1 Instructional Coach, Schools
- 1 Director - Curriculum & Compliance, Schools
- 1 Compliance & Technical Support Officer, Schools

**E. Consider approval of Superintendent's recommendation to award Non-Chapter 21 Contracts for 2022-2023:**

- Assistant Superintendent - Business Services
- Director - Center for Safe & Secure Schools
- Director - Information Technology
- Chief Accounting Officer
- Chief of Staff
- Director - Research & Evaluation
- Director - Facilities Construction
- Chief Communications Officer
- Senior Director - School-Based Therapy Services
- Director - Records Management
- Director - Marketing & Client Engagement
- Senior Director - Choice Partners
- Director - Communications & Creative Services
- Director - Procurement Services
- Director - Adult Education
- Senior Director - Head Start
- Director - Facilities Maintenance
- Director - Center for Grants Development
- Senior Director - Adult Education
- Director - CASE
- Executive Director - Human Resources
- Executive Director - Facilities

10. **Discussion and possible action** regarding future agenda items.

11. **INFORMATION ITEMS**

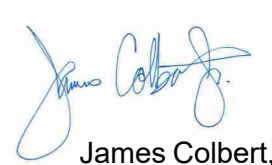
A. Human Resources

- 1. Personnel
- 2. Employee Count

B. **Collaborative submission of 8 Million Stories (8MS) grant proposal to Texas Workforce Commission in the amount of \$112,016** for Adult Education to provide services in 8MSWorks Program. The program will serve 70 participants.



12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, June 22, 2022, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", is enclosed in a light blue rectangular box.

James Colbert, Jr.  
County School Superintendent