

**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 **23rd day of February 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
February 23, 2022
Agenda of Regular Meeting**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the 23rd day of February 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 77022. Such a meeting is a REGULAR BOARD MEETING.

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** - Laura Espinoza, Facilities
2. **Pledge of Allegiance to the US flag** - Brigett Bentley, Adult Education
3. **Pledge of Allegiance to the Texas flag** - Brigett Bentley, Adult Education
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 Construction** - Joe Carreon, Director
 - D. **Annual Division Update on Adult Education** - Stephanie Ross, 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 01/31/2022** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- H. **Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE 2021 Popular Annual Financial Report (PAFR)** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- I. **Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE Budget for Fiscal Year 2021-2022** - 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 January 2022

B. Consider ratification/approval of the following Board Meeting Minutes:

- 1. 01/19/2022 Audit Committee Meeting
- 2. 01/19/2022 Board Meeting

C. Consider ratification/approval of the following grant proposals:

- 1. **Approval to submit an Early Head Start-Child Care Partnerships Carryover Grant request in the amount of \$3,142,088** from Grant Number 06HP000311 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS) for grant ending 08/31/2022.
- 2. **Approval of the Harris County Department of Education Head Start/Early Head Start Student Selection Criteria** for the 2022-2023 school year.

D. Consider ratification/approval of the following grant awards:

- 1. **Approval of grant awards from the Education Foundation of Harris County for CASE for Kids** to implement the All-Earth Ecobot Challenge in the amount of \$7,500.
- 2. **Approval of the Ohio State University HELPERS sub award grant (Helping English Learners and Partners Excel with Research-based Practices and Support) awarded to the Educator Certification and Advancement Division** distributed from 10/01/2021 through 09/30/2026 for the total amount of \$369,906. Recruit and certify 96 paraprofessionals/pre-service teachers for Bilingual and ESL licensure over five years. HELPERS will build teacher competency to deliver English Language instruction and implement evidence-based professional development.

E. Consider ratification/approval of the following Interlocal Contracts:

- 1. **Ratification of Interlocal contract (expenditure) for FY22 CASE for Kids Partnership grant** with Rhodes School for the Performing Arts (Charter) in the aggregate amount of \$54,100 (155 students served).

2. **Approval of Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 1 grant, in the aggregate amount of \$82,000 with the following entity:** Alief Independent School District in the amount of \$82,000 (184 students served).
 3. **Ratification of Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 1 grant, in the aggregate amount of \$43,000 with the following entity:** Houston Independent School District in the amount of \$43,000 (92 students served).
 4. **Approval of Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 4 grant, in the aggregate amount of \$122,000 with the following entity:** BakerRipley Charter Holder for Promise Community School in the amount of \$122,000 (85 students served).
 5. **Ratification of Interlocal (expenditure) contract for FY22 CASE for Kids 21st Century Community Learning Centers with Clear Creek Independent School District** in the aggregate amount of \$41,000 to provide quality after-school programs for the period of 08/01/2021 through 07/31/2022 (110 students served).
 6. **Ratification of Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 1 grant, in the aggregate amount of \$43,000 with the following entity:** Association for the Advancement of Mexican Americans (AAMA) for the period of 08/1/2021 through 07/31/2022.
 7. **Ratification of Interlocal (revenue) contract for FY22 in the aggregate amount of \$25,000 with Schools Division and Goose Creek Consolidated Independent School District (GCCISD)** to provide services for four (4) units to eligible students who GCCISD has determined may benefit from placement at HCDE's Fortis Academy for the period of 08/23/2021 through 07/03/2022.
 8. **Ratification of Interlocal (revenue) contract amendment with School-Based Therapy Services and Royal ISD** to include music therapy in the amount not to exceed \$2,128 over four (4) days over the period of 08/16/2021 through 08/15/2022.
 9. **Approval of Interlocal (revenue) contract for CASE for Kids with Harris County for the period upon signature of both parties through 09/30/2022** in the amount of \$1,500,000 for CASE for Kids to implement the County Connections Summer Program funding.
- F. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of Amendment #2 to Services Agreement for job no. 18/034MR for Choice Partners Contracted Services with Ann Marie Harbour** in the amount of \$45,800, including reimbursable expenses, for the period of 11/20/2021 through 08/31/2022. The total amount of this contract should not exceed \$106,250.
 2. **Approval of the Contract Award for job no. 22/001KN for Appliances and Related Items with the following vendor:** Pasco Brokerage, Inc. (#22/001KN-01) for the period 04/01/2022 through 03/31/2023.

3. **Approval of the Contract Award for job no. 22/002KN for Art Supplies and Related Items with the following vendors:** Your School Resource Group, Inc. dba 3 Oaks Resource Group International (#22/002KN-01); Blick Art Materials LLC dba Blick Art Materials (#22/002KN-02); Butler Business Products, LLC (#22/002KN-03); Hallmark Office Products (#22/002KN-04); Pyramid Paper Company dba Pyramid School Products (#22/002KN-05), and School Specialty, Inc. (#22/002KN-06) for the period 04/01/2022 through 03/31/2023.
4. **Approval of the Contract Award for job no. 22/003KN for Athletic/Playground Supplies and Related Items with the following vendors:** McKenna Contracting, Inc. (#22/003KN-01); Performance Health Holdings, Inc. dba Performance Health Supply, LLC dba Medco Supply, Masune & Surgical Supply Services (#22/003KN-02); Pyramid Paper Company dba Pyramid School Products (#22/003KN-03); Riddell/All American Sports Corp. dba Riddell (#22/003KN-04); School Health Corporation dba Palos Sports (#22/003KN-05), and School Specialty, LLC (#20/003KD-06) for the period 04/01/2022 through 03/31/2023.
5. **Approval of the Contract Award for job no. 22/004KN for Classroom Teaching Supplies and Related Items with the following vendors:** Butler Business Products, LLC (#22/004KN-01); Pyramid Paper Company dba Pyramid School Products (#22/004KN-02), and School Specialty, Inc. (#22/004KN-03) for the period 04/01/2022 through 03/31/2023.
6. **Approval of the Contract Award for job no. 22/005KN for Custodial Supplies and Related Items with the following vendors:** Buckeye International, Inc. dba Buckeye Cleaning Center-Houston (#22/005KN-01); Challenge Office Products, Inc. (#22/005KN-02); Hallmark Office Products, Inc. (#22/005KN-03); Pyramid Paper Company (#22/005KN-04), and Cordell Inc. dba Ridley's Vacuum & Janitorial Supply (#22/005KN-05) for the period 04/01/2022 through 03/31/2023.
7. **Approval of the Contract Award for job no. 22/006KN for Food Service Supplies and Related Items with the following vendors:** 11400, Inc. (#22/006KN-01); Ace Mart Restaurant Supply (#22/006KN-02); MANS Distributors, Inc. (#22/006KN-03); and Cordell Inc. dba Ridley's Vacuum & Janitorial (#22/006KN-04) for the period 04/01/2022 through 03/31/2023.
8. **Approval of the Contract Award for job no. 22/007KN for Health/Medical Supplies and Related Items with the following vendors:** Henry Schein, Inc. (#22/007KN-01); Performance Health Holdings, Inc. dba Performance Health Supply dba Medco, Masune & Surgical Supply Services (#22/007KN-02); Medicaleshop, Inc. (#22/007KN-03); NAO Gobar Health, LLC (#22/007KN-04); Products Unlimited, Inc. (#22/007KN-05); School Health Corporation (#22/007KN-06), and Vizocom ICT, LLC (#22/007KN-07) for the period 04/01/2022 through 03/31/2023.
9. **Approval of the Contract Award for job no. 22/008KN for Office Supplies and Related Items with the following vendors:** Butler Business Products, LLC (#22/008KN-01); Challenge Office Products, Inc. (#22/008KN-02); Hallmark Office Products, Inc. (#22/008KN-03); Pyramid Paper Company dba Pyramid School Products (#22/008KN-04), and School Specialty, LLC (#22/008KN-05) for the period 04/01/2022 through 03/31/2023.
10. **Approval of the Contract Award for job no. 22/009KN for Safety/Security Supplies and Related Items with the following vendors:** NAO Global Health, LLC (#22/009KN-01), and Pyramid Paper Company dba Pyramid School Products (#22/009KN-02) for the period 04/01/2022 through 03/31/2023.

11. **Approval of the Contract Award for job no. 22/010KN for Technology Supplies and Related Items with the following vendors:** All About IT, Inc. (#22/010KN-01); Butler Business Products, LLC (#22/010KN-02); CDW, LLC dba CDW Government, LLC (#22/010KN-03); Encore Data Products, Inc. (#22/010KN-04), and Pyramid Paper Company dba Pyramid School Products (#22/010KN-05) for the period 04/01/2022 through 03/31/2023.
12. **Approval of HCDE Interlocal Agreements with:** Austin Street Center, Dallas, Texas; Comanche Special Services, De Leon, Texas; Lansing Community College, Lansing, Michigan - Signature Only; City of San Juan, Texas; Waxahachie ISD, Waxahachie, Texas, and Lamesa ISD, Lamesa, Texas.

G. Consider ratification/approval of the following items for Internal Purchasing:

1. **Approval of Contract Award for job no. 22/013DR-02 for Local Food and Catering Services** to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Demeris Barbecue, Potbelly Sandwich Works, LLC, and Raising Cane's Restaurants, LLC for the period of 3/01/2022 through 2/28/2027.
2. **Approval of Contract Award for job no. 22/020IA for Business and Facilities Consulting Services with the following vendors:** Heritage Institute of Sustainability, LLC; Rivera-Vega Group; True North Consulting Group; and Yvette De Luna for the period 03/01/2022 through 02/28/2027.
3. **Approval of Contract Award for job no. 22/021IA for Contracted Services for HCDE Education and Enrichment with the following vendors:** Business 101 Consultants & Trainers, LLC; Challenges Are Rewarding, LLC; Educational Innovation 360 (Educational Innovation 360); FranklinCovey Education (FranklinCovey Education); Healthy Boundaries LLC (Healthy Boundaries LLC); Houston Healthy Hip-Hop (Chris Cortez); Improving Student Outcomes; Intentional Change LLC; Kim Nugent Enterprises; Pathway Education Group, LLC; Stetson & Associates, Inc., and Yvette De Luna for the period 03/01/2022 through 02/28/2027.
4. **Approval of contract award for job no. 220005017 for E-Rate Services for Harris County Department of Education** to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2022 through 06/30/2025.

Category 1: Leased Lit Fiber - Internet Access

- Internet access and Data Transmission Service: *PS Lightwave*

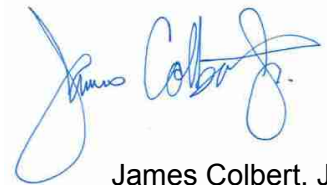
5. **Approval of contract award for job no. 220005017 for E-Rate Services for Harris County Department of Education** to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2022 through 06/30/2023.

Category 2: Internal Connections and Managed Internal Broadband Services:

- Switches, Components, and Software & Licenses: *DataVox*
- UPS, Components, and Software & Licenses: *Netsync Network Solutions*
- Cabling & All Related Components: *CDW Government, LLC*
- WAPs, Components, and Software & Licenses: *DataVox*
- Racks & All Related Components: *DataVox*

1. **Consider first reading of the following revised local policies:**
 1. BJA (Local)
 2. CB (Local)
 3. CE (Local)
 4. CFD (Local)
 5. CH (Local)
 6. CQB (Local)
 7. DEC (Local)
 8. DFE (Local)
 9. DP (Local)
 10. FFG (Local)
 11. FL (Local)
2. **Consider approval to reschedule the regular June 2022 board meeting from June 15, 2022 to June 22, 2022.**
3. **Consider approval of Assistant Principal Substitute Rate for the 2021-2022 school year.**
4. **Consider approval to purchase the Frog Street Press, LLC Curriculum (Choice Partners Contract #18/058KC-12) for (34) bilingual three-year-old programs for 34 Head Start classrooms in the amount of \$89,759, (fully funded by Head Start).**
5. **Consider approval to submit a grant budget revision in the amount of \$136,150 to the U.S. Department of Health and Human Services, Office of Head Start, for disaster recovery funds awarded to purchase land for the Coolwood Head Start Campus Replacement Project in the 01/01/2021 to 12/31/2022 budget period.**
6. **Consider approval of the project delivery/contract method of Competitive Sealed Proposal for the Coolwood Head Start New Campus Construction.**
7. **Consider approval of AIA G802 Amendment to Professional Services Agreement with English + Associates Architects, Inc., in the amount of \$4,000, for the additional services to separate the demolition plans and specifications for the Coolwood Head Start project.**
8. **Consider approval of the job order contracting method of procurement with Nash Industries, Inc. (job No. 20/017MR-15) for the HCDE Conference Center upgrades in the total amount of \$709,044. (Funded from FY21-22 Construction Funds)**
9. **Consider adoption of resolution concerning emergency administrative leave with pay in accordance with Policy DEA (Local) associated with severe winter weather on 02/04/2022.**
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** the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
 - B. **Deliberate** the purchase, exchange, sale and/or value of real property(ies) and obtain legal advice regarding the same.

9. **RECONVENE** for possible action on items discussed in executive session
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
 - A. **Human Resources**
 1. Personnel
 2. Employee Count
 - B. **Submission of a \$1,500 grant request to KidsGardening to support HCDE Area I Head Start** on Healthy Living Garden Project at the Tidwell campus. Funding would benefit 28 unduplicated students and families.
 - C. **Submission of a request to the US Department of Health and Human Services (HHS), Office of Head Start (OHS)** for an extension on the Federal Review Response Plan.
 - D. **Acceptance of the Notice of Award (NOA) from the American Heart Association (AHA)** in the amount of \$2,500 for the period of 02/20/2021 through 12/31/2022.
 - E. **Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program:** CASE for Kids certifies afterschool investments of public funds through two collaborators as part of our Houston Galveston Area Council (HGAC) contract: Harris County/Harris County Commissioner Precinct I and Harris County/Harris County Public Library.
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, April 20, 2022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent