

**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 **16th day of April 2025 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in Conference Room 401 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 16, 2025
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held April 16, 2025, 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** - Armando Rodriguez, Manager Community Partnerships, Head Start
2. **Pledge of Allegiance to the US flag** - Candy Sosa, Benefits Specialist, Human Resources
3. **Pledge of Allegiance to the Texas flag** - Candy Sosa, Benefits Coordinator, Human Resources
4. **Open Forum** - Gov't Code 551.007 - 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** - Dr. Tyrone Sylvester, Executive Director of Human Resources
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update** - Human Resources
 - D. **Annual Division Update** - 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. **Report of Board Committees** - Committee Chairs
 - G. **Monthly Financial Reports through 03/31/2025** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
 - H. **Update regarding power market in anticipation of electricity contract (FY 26).**

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 March 2025

B. Consider acceptance of the following Board Meeting Minutes

1. February 26, 2025 Governmental Relations Committee Meeting Minutes
2. February 26, 2025 Regular Board Meeting Minutes
3. March 31, 2025 Called Board Meeting Minutes

C. Consider acceptance of the following grant award:

1. **Consider acceptance of the Office of Head Start (OHS) Program Performance Summary Report-Grant No. 06CH011535 of the Harris County Department of Education Head Start Program.**

D. Consider approval of the following grant proposal:

1. **Consider approval to submit an application for Grant No. 06HP000559 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS), in the amount of \$5,391,858 for continued funding of Harris County Department of Education Early Head Start-Child Care Partnerships for the budget period of 09/01/2025 through 08/31/2026.**

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

1. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025 in the aggregate amount of \$34,200 with Highpoint School East and the following district: KIPP Texas, Inc. for three (3) in-county annual contracts (\$11,400 each), for the period of 08/26/2024 through 06/05/2025.**
2. **Consider approval of Interlocal (Revenue) ESY Agreement in the aggregate amount of \$36,000 with ABS West and the following district: Katy ISD for six (6) in-county ESY contracts (\$6,000 each) for FY 2025 for the period of 06/11/2025 through 07/10/2025.**
3. **Consider approval of Interlocal (Revenue) Agreement with Etoile Charter Academy and the Center for Safe and Secure Schools Division for Safety Audits for the period of 04/17/2025 through 08/31/2025, in an amount not to exceed \$3,200, servicing 2 sites in one phase.**

4. **Consider ratification of Interlocal (Expenditure) Agreements for FY 2025 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 2 grant, for the period of 08/01/2024 through 07/31/2025 in the aggregate amount of \$598,230 with the following entities:** Sheldon ISD in the amount of \$187,200 (75 students served); Galena Park Independent School District in the amount of \$223,830 (75 students); and Crosby Independent School District in the amount of \$187,200 (75 students).
 5. **Consider ratification of Interlocal (Expenditure) Agreements for FY 2025 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 4 grant, for the period of 08/01/2024 through 07/31/2025 in the aggregate amount of \$280,000 with the following entities:** Galena Park Independent School District in the amount of \$55,000 (110 students served); Alief Independent School District in the amount of \$90,000 (110 students); Humble Independent School District in the amount of \$90,000 (110 students); and Association for the Advancement of Mexican Americans (AAMA) in the amount of \$45,000 (92 students).
 6. **Consider ratification of the Interlocal (Revenue) Agreement for FY2025 in the aggregate amount of \$47,600 with ABS East and the following district: YES Prep Public Schools** for two (2) in-county annual contracts (\$23,800 each) for FY 2025 for the period of 08/26/2024 through 06/05/2025.
 7. **Consider ratification of the Interlocal (Expenditure) Agreement for FY 2025 CASE for Kids Partnership grant, for the period of 10/01/2024 through 07/31/2025** in the amount of \$30,000, with the following entity: Sheldon Independent School District (80 students served).
 8. **Consider ratification of Interlocal (Expenditure) Agreements for CASE for Kids Project CASE Debates in the aggregate amount of \$20,000 for FY 2025, for the period of 09/16/2024 through 08/31/2025 with the following entities:** Aldine Independent School District in the amount of \$17,500; and YES Prep Public Schools-Southwest in the amount of \$2,500 (a maximum of 200 students served).
 9. **Consider ratification of Interlocal (Revenue) Agreement for Records Management Services and Harris County Toll Road Authority in the amount of \$30,000 for the period of 03/01/2025 through 02/28/2026.**
- F. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of the Contract Award for Job No. 25/020AK for Bottled Drinking Water, Coolers, and Other Beverage Related Products for the period of 06/20/2025 through 06/19/2026 with the following vendor:** The Masters Distribution Systems Company, Inc. (25/020AK-02).
 2. **Consider approval of HCDE Interlocal Agreements with:** Museum of Fine Arts, Houston, Houston, Texas; Naval Supply System Command (NAVSUP) Fleet Logistics Center, Mechanicsburg, Pennsylvania; Paris Junior College, Paris, Texas; Port of Everett, Everett, Washington; University of Cincinnati, Cincinnati, Ohio; and West Hardin County CISD, Saratoga, Texas.

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

1. **Consider approval to amend CH Local FY 2025 to add Boys and Girls Clubs of Greater Houston (Job No. 23/048IA) in the amount of \$95,000; Houston Healthy Hip Hop (Job No. 22/012IA-2) in the amount of \$95,000; Kid Create Studios (Job No. 23/006IA-4) in the amount of \$95,000, and increase Consumer Energy Education Foundation (Job No. 21/056YR) by \$15,000 to the amount of \$95,000; Diaz Music Institute (Job No. 22/012IA-2) by \$25,000 to the amount of \$120,000; Monarch Academy (Job No. 23/006IA-4) by \$45,000 to the amount of \$180,000; TWST4Girls (Job No. 23/006IA-4) by the amount of \$15,000 to the amount of \$95,000; and Young Audiences, Inc. of Houston (Job No. 23/048IA-2) by \$25,000 to the amount of \$120,000, for the Comprehensive after school programs funded by 21st Century Cycle 11, Cycle 12, Partnership and grant recipients of City Connections and/or County Connections.**
2. **Consider approval of Contract Award for Job No. 25/008TD-2 for Event Spaces and Venues for the period of 04/17/2025 through 04/16/2030** to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: The Anderson Center for the Arts; Salon 180 Angels, Inc. DBA Bsgg youth program-Stop the violence; and Imagen Management Group Inc.
3. **Consider approval of Contract Award for Job No. 25/007IA-2 for Local Food and Catering Services, for the period of 05/01/2025 through 04/30/2030** to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Chef MD Catering, LLC; HERB'N SWIGG, LLC; Southern Ice Cream; and Supreme Works Incorporated.
4. **Consider approval of audit services engagement with Whitley Penn (Job No. 21/028YR) for fiscal year ending 08/31/2025, for an estimated amount of \$59,700.** Per Texas Education Agency requirements, an annual independent audit must be conducted.
5. **Consider approval to add MBS Securities to list of approved investment brokers in accordance with the Public Funds investment Act.**

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

1. **Consider approval of the 2025 - 2026 HCDE Work / Holiday Calendar**
2. **Consideration ratification of Job Order Contract (JOC) with Blackmon Mooring for \$93,179 (Job No. 24/002TC-01) for Disaster Mitigation Commodities/Services with Disaster Recovery at HCDE's North Post Oak facility.**
3. **Consider approval of Change Order #1 with Durotech, Inc. (Job No. 23/010KJ) for Phase 1 Miscellaneous Building Improvements at 6300 Irvington Blvd. Houston, TX 77022 in the amount of \$611,986 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the change order.**
4. **Consider approval of Contract Amendment #2 with cre8 Architects (Job No. 24/042IA) for Additional Services regarding Miscellaneous Project Scope and Design Revisions at 6300 Irvington Blvd., Houston, TX 77022 in the amount of \$108,300 and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the Contract Amendment.**

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
 1. Obtain legal advice regarding pending litigation against HCDE.
 2. Deliberate the evaluation, duties, and/or discipline of HCDE officers, including, but not limited to, HCDE Trustee Position 4, Precinct 3, and obtain legal advice regarding the same.
 - A. **Deliberate** the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employee
 - 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**
 1. Possible action regarding pending litigation against HCDE.
 2. Possible action regarding the evaluation, duties, and/or discipline of HCDE Trustee Position 4, Precinct 3.
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
 1. **Submission of grant proposal to the Moody Foundation, via the Education Foundation of Harris County, in the amount of \$180,000 to support CASE for Kids' LevelUp! Houston.**

Requested funds will serve 1,200 students in grades 4-8 to help develop skills in STEM subjects, problem-solving and teamwork. The project will also assist 250 out-of-school time professionals with career advancement.

 - A. **Human Resources**
 1. Personnel
 2. Employee Count
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, May 21, 2025, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent