

**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 **20<sup>th</sup> of August 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  
August 20, 2025  
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 August 20, 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** - Marcial Chavez, Analyst I, Information Technology
2. **Pledge of Allegiance to the US flag** - Taneeka Henderson, Manager, Information Technology
3. **Pledge of Allegiance to the Texas flag** - Taneeka Henderson, Manager, Information Technology
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, Chief Human Resources Officer, Human Resources
  - B. **Superintendent Monthly Report** - James Colbert, Jr.
  - C. **Annual Division Update** - Information Technology
  - D. **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.
  - E. **Report of Board Committees** – Committee Chairs
  - F. **Monthly Financial Reports through 07/31/2025** – Dr. Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS CONSENSUS**

A. Consider approval of the following Business Services items:

1. Disbursement Report
2. Budget Amendment Report
3. Monthly Investment Report for July 2025

B. Consider approval of the following Board Meeting Minutes:

1. July 30, 2025 Rescheduled Regular / Called Board Meeting Minutes

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

1. **Consider ratification of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$3,966,240 for School-Based Therapy Services with the following districts:** Spring Branch ISD (266 students served in FY2024) for Occupational Therapy, Physical Therapy, and Music Therapy in the amount of \$478,400 and Conroe ISD (10 students served in FY2024) for Music Therapy in the amount of \$7,980 for the period of **08/01/2025 through 07/31/2026**; Humble ISD (12 students served in FY2024) for Music Therapy in the amount of \$21,320, Columbia-Brazoria ISD (101 students served in FY2024) for Occupational Therapy and Physical Therapy in the amount of \$120,840, Pearland ISD (130 students served in FY2024) for Occupational Therapy and Music Therapy in the amount of \$163,800, Cypress Fairbanks ISD (1,799 students served in FY2024) for Occupational Therapy, Physical Therapy and Music Therapy in the amount of \$3,173,900, and Spring ISD (560 students served in FY2024) for Occupational Therapy, Physical Therapy, Music Therapy and Physical Therapy Assistant services in the amount of \$875,040 for the period of **08/16/2025 through 08/15/2026**.
2. **Consider ratification of amendment to the annual contract for FY2023 through FY2027 with Schools Division and Prairie View A&M University for the period of 10/01/2023 through 02/13/2025** to decrease the amount from \$339,000 to \$309,000 (a decrease of \$30,000) and to amend the contract dates from 10/01/2023 through 09/30/2027 to 10/01/2023 through 02/13/2025.
3. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025 in the aggregate amount of \$94,500 for ABS West with the following district:** Houston ISD for 15 in-county ESY (Summer school) contracts (\$6,300 each) for the period of 06/04/2025 through 08/12/2025.
4. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025 in the aggregate amount of \$31,500 for ABS East with the following district:** Houston ISD for five in-county ESY (Summer School) contracts (\$6,300 each) for the period of 06/04/2025 through 08/12/2025.
5. **Consider approval of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$1,015,800 for ABS West with the following districts:** Alief ISD for 38 in-county annual contracts (\$24,050 each); Angleton ISD for one out-of-county annual contract (\$29,750 each); and Spring Branch ISD for three in-county annual contracts (\$24,050 each) for the period of 08/25/2025 through 06/04/2026.

6. **Consider approval of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$609,500 for Highpoint East with the following districts:** Galena Park ISD for 13 in-county annual contracts (\$11,500 each) and Humble ISD for 40 in-county annual contracts (\$11,500 each) for the period of 08/25/2025 through 06/04/2026.
7. **Consider approval of an Interlocal (Expenditure) Agreement with the Harris County Sheriff's Office (HCSO) for FY2025-2026 for law enforcement services for the Schools Division for a total of six Deputies for the following campuses:** Academic and Behavior School East for one deputy; Academic and Behavior School West for one deputy; Highpoint School East for three deputies; and Fortis Academy for one deputy (\$87,110 per deputy) from 10/01/2025 through 09/30/2026 in an amount not to exceed \$522,660.
8. **Consider approval of the Interlocal Service (Expenditure) Agreement for CASE for Kids Division and the University of Houston (UH)** to host tournaments and provide logistical support (recruitment, training, and payment of judges; tabulation; meal service for tournaments), conduct program site visits and coaching, and develop curricula/materials during the CASE Debates season in the amount not to exceed \$410,000 for the period of 09/01/2025 through 08/31/2028 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the agreement.
9. **Consider approval of an Interlocal (Expenditure) Agreement for FY 2026 between HCDE Schools Division (ABS East and ABS West) and Houston ISD (Food Services)** to provide breakfast and lunch for the period of 08/21/2025 through 08/20/2026, in an amount not to exceed \$325,000.
10. **Consider approval /ratification of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$304,450 for ABS East with the following districts: Annual Contracts:** Anahuac ISD for three out of-county annual contracts (\$29,750 each); Channelview ISD for one in-county annual contract (\$24,050 each); Huffman ISD for one in-county annual contract (\$24,050 each); Tarkington ISD for one out of-county annual contract \$29,750 each) for the period of 08/25/2025 through 06/04/2026; **Amendments:** Dickinson ISD to increase the aggregate amount from \$59,500 to \$89,250 (an increase of \$29,750 for a total of three units) for the period of 08/25/2025 through 06/04/2026; YES Prep Public Schools for two in-county annual contracts (\$24,050 each) for the period of 07/01/2025 through 08/31/2026.
11. **Consider approval of the Interlocal (Expenditure) Agreement for the FY 2026 CASE for Kids Leadership Academy project for the period of 09/01/2025 through 08/31/2026 in the amount of \$38,000 with the following district:** Crosby ISD (60 students served).
12. **Consider approval of the Interlocal (Non-Monetary) Agreement with the Center for Educator Success (CES) and Dayton ISD** for a three-year certification and support program for teacher candidates annually from 01/05/2026 through 08/17/2029.

13. **Consider approval of the ratification of Memorandum of Understanding (MOU) between HCDE Head Start/Early Head Start and San Jacinto Community College District** to collaborate and register HCDE Head Start/ Early Head Start teaching staff in credit coursework to obtain Child Development Development Associate (CDA) credentials by paying for classes at San Jacinto Community College District using HCDE Head Start/ Early Head Start training dollars for the period of 08/01/2025 through 9/01/2026.
  14. **Consider approval of Interlocal (Non-Monetary) Agreement for FY 2026 for Fortis Academy with the following district:** Galena Park ISD for four in-county annual contracts (Non-Monetary) for the period of 08/25/2025 through 06/04/2026.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of the Contract Award for job no. 25/018MF for Technology Products and Services for the period of 08/20/2025 through 05/20/2026 for the following vendors:** Adorama Inc. (25/018MF-03) and R3 Collaboratives Inc. (25/018MF-60).
  2. **Consider approval of the Contract Award for job no. 25/032SG for Staffing and Related Services for the period of 08/20/2025 through 07/15/2025 for the following vendors:** The Burnett Companies Consolidated, Inc. dba Burnett Specialists (25/032SG-08); Protiviti Government Services, Inc. (25/032SG-34); Robert Half Inc. dba Robert Half (25/032SG-38); and Swing Education, Inc. (25/032SG-39).
  3. **Consider approval of the Contract Award for job no. 25/039MF for Electronic Procurement Software for the period of 8/20/2025 through 07/15/2026 for the following vendor:** Euna Solutions, Inc. (25/039MF-04).
  4. **Consider approval of HCDE Interlocal Agreements with:** City of Edinburg, Edinburg, Texas; City of Shoreacres, Shoreacres, Texas; Randall County, Canyon, Texas; Tyler County Sheriff's Office, Woodville, Texas; A.T. Still University of Health Sciences, Kirksville, Missouri; City of Tucson, Tucson, Arizona; City of Winter Park, Winter Park, Florida; Union County School District, Lake Butler, Florida; and University of West Florida, Pensacola, Florida.

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

1. **Consider approval of Contract Award for job no. 25/013YR-03 Advisors, Coaches, Consultants, Counselors, Speakers, and Trainers for the period of 08/20/2025 through 08/19/2030 with the following proposers:** Alison T. Nissen dba Three Dogs Tales Productions, LLC; Ascend Nonprofit & Business Solutions LLC; Yara Banks dba BNX Financial Solutions, LLC dba BNX Business Advisors; ChildCare Careers, LLC; Cogency LLC; Consillium Professional Services; Dana Carmouche dba Dana Carmouche Enterprise; ElevatED Training Strategies LLC; Claudia J. Morales dba Global Goals Consulting; HealthPRO Pediatrics, LLC ; Tyra Hodge dga Hodge Publishing; Kim Nugent Enterprises LLC; Kevin Mack dba Mack Counseling, PLLC; National Medical Institute dba K & B Training Center; Nora Benny; Onward Search, LLC; Tiffany Bailey dba Path Makers Consulting Group LLC; Renewing Thoughts, PLLC dba Collaborate With Christina; Stetson and Associates, Inc.; TCT Enterprises, LLC; The Executive Learning Lab; Tracye E. Moore dba Anchoring Hopes Wellness Recovery Institute LLC; and Tracy Thomas.
2. **Consider approval of Contract Award for job no. 25/042DR Governmental Relations Services for the period of 09/01/2025 through 08/31/2030 with the following proposer:** Hillco Inc., and consider approval of Contract with Hillco Inc. in the amount of \$276,000 for the period of 09/01/2025 through 08/31/2026.
3. **Consider approval of Agreements, including Interlocal Agreements, Renewals, and Purchases that exceed \$75,000 for FY2026 as required under Policy CH Local for various HCDE divisions for an aggregate amount not to exceed \$21,484,475.**(This is an annual estimate of projected and budgeted expenditures in anticipation of FY 2025-2026. A list of projected levels of expenditures by vendor are outlined in the board packet).
4. **Consider approval to amend CH Local FY 2025** to increase People Inspired Strategies (job No. 23/034IA-3) by \$5,000 to the aggregate amount of \$95,000, for contracted service for school business clients requesting business services.

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

1. **Pursuant to Board Policy FO (Legal), consider approval of the HCDE Schools Division's - Student Code of Conduct for School Year 2025-2026.**
2. **Consider approval of the HCDE Schools Division's 2025-2026 Professional Development Plan for 08/25/2025 through 08/31/2026.**
3. **Consider the second reading and final approval of the following revised local policies:**
  - a. BBD(Local)
  - b. BBFA(Local)
  - c. CAA(Local)
  - d. CCGB(Local)
  - e. CDA(Local)
  - f. CKC(Local)
  - g. CKE(Local)
  - h. CQC(Local)
  - i. CY(Local)
  - j. DCE(Local)

- k. DGBA(Local)
- l. DH(Local)
- m. EEH(Local)
- n. EF(Local)
- o. EHB(Local)
- p. EHBB(Local)
- q. EIE(Local)
- r. FFG(Local)
- s. FNG(Local)
- t. GF(Local)
- u. GKA(Local)
- v. DEC (Local)

4. **Consider approval of:** (1) certification of the anticipated tax collection rate, (2) the anticipated debt collection rate for excess debt collections, and (3) calculation of the no-new-revenue rate and voter-approved rates by the Harris County Tax Assessor/Collector.
  
5. **Consider ratification of the contract between the Adult Education Division of Harris County Department of Education and the Texas Workforce Commission (TWC) for the provision of the Adult Education and Literacy services in Harris and Liberty Counties.** Grant Award Amendment #002 from the Texas Workforce Commission (TWC) effective for the program year 07/01/2025 through 06/30/2026 for Grant #2924ALA016 in the amount of \$3,056,576. Grant 2924ALA042 amendment end date effective 09/30/2025.
  
6. **Consider approval of Memorandum of Understanding between HCDE and the Education Foundation of Harris County for the Partners in Education Project,** providing \$300,000 for grants, scholarships, and sponsorship activities; the Tools for Teachers Program for the purchase of supplies for teachers; and other Foundation activities for the Term of 09/01/2025 through 08/31/2026.
  
7. **Consider approval to amend (Revenue) Agreement for the CASE for Kids Division and the Education Foundation of Harris County in the amount of \$495,000 to extend the grant period through 08/31/2026.** The original grant (received from the Houston Endowment for the support and implementation of Youth Pathways: Digital badging initiative) period was scheduled to end on 08/31/2025. This Amendment extends the grant period with CASE for Kids for an additional one-year period. The project funds will now end on 08/31/2026.
  
8. **Consider approval of project delivery/contract method of Construction Manager at Risk (CMAR) for the 6005 Westview HVAC and Roof Renovation Project.** Projected probable cost is \$5,698,000 plus \$520,000 for architectural fees; funding will be from 2024 maintenance notes for \$4,500,000 and \$1,789,450 from fund balance.
  
9. **Consider approval of the project delivery/contract method of Job Order Contracting and approval of the Job Order Contract with EMA Sports Solutions LLC (Choice Partners 23/016MR-13) in the amount of \$266,400** to demolish two steel buildings located at 600 Crosstimbers Rd, Houston, TX 77022 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the Job Order Contract. (Funding available from 2024 maintenance notes).

10. **Consider approval of the project delivery/contract method of Job Order Contracting and approval of the Job Order Contract with Atlas Universal, Inc. (Choice Partners 22/022MJ-02)** to provide and install a TPO (Thermoplastic Polyolefin) Retrofit Roof at Fortis Academy, 11902 Spears Rd, Houston, TX 77067 in the amount of \$423,975 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the Job Order Contract. (Funding available in 2024 maintenance notes).
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 employee
  - B. **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
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
  1. **Submission of grant proposal to the Sprouts Healthy Communities Foundation, via the Education Foundation of Harris County, in the amount of \$10,000** to support HCDE's Head Start on Healthy Living Garden Project. Requested funds will serve 800 Head Start students.
    - A. **Human Resources**
      1. Personnel
      2. Employee Count
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, September 10, 2025, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", is positioned above the printed name.

James Colbert, Jr.  
County School Superintendent