

**Harris County Department of Education
Minutes of Regular Board Meeting
August 20, 2025**

The Harris County Board of School Trustees met in called session on August 20, 2025, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Amy Hinojosa, Board President, called the meeting to order at 1:04 p.m. and declared a quorum present, that the meeting was duly called, and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Gov't. Code §551.041 and §551.051.

Board Members

Present:

Amy Hinojosa, Board President; Richard Cantu, Board First Vice President; Erica Davis, Board Second Vice President; Andrea Duhon; Eric Dick (arrived at 1:51 p.m.); John McGee and Silky Joshi

Board Members

Absent:

Board Attorney:

Sarah Langlois

Administration:

James Colbert, Jr., County School Superintendent; Jesus Amezcua, Assistant Superintendent for Business Services; Jonathan Parker, Assistant Superintendent for Academic Support; C.J. Rodgers, Assistant Superintendent for Education & Enrichment; Joyce Akins, Director, Center for Grants Development; Danielle Bartz, Chief of Staff; Jessica Bermea, Executive Assistant to Board of Trustees; Joe Carreon, Director Construction; Lisa Caruthers, Senior Director, CASE for Kids; Danielle Clark, Chief Communications Officer; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners; Leslie Edwards-Ethridge, Director, Center for Safe and Secure Schools; Chris Hoesel, Director Information Technology; Edna Johnson, Director of Purchasing; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director Schools; Lindsey Sanders, Director Communications and Creative Services; Andrea Seagraves, Senior Director for Educator Success; Tyrone Sylvester, Chief Human Resources Officer; Trina Silva, Director Education Foundation Community Development

Visitors:

None.

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1. **Invocation** - Marcial Chavez, Analyst I, Information Technology Services
2. **Pledge of Allegiance to the US flag** - Taneeka Henderson, Manager, Information Technology Services
3. **Pledge of Allegiance to the Texas flag** - Taneeka Henderson, Manager, Information Technology Services
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.

None.

5. **REPORTS AND PRESENTATIONS**

- A. **Employee of the Month** - Dr. Tyrone Sylvester, Chief Human Resources Officer, Human Resources

Dr. Sylvester presented the August Employee of the Month, Sharvon Pipkins-Kamaya, Resource Development Coordinator, Center for Grants Development. Communications showed a brief video showing her role and impact.

- B. **Superintendent Monthly Report** - James Colbert, Jr.

Superintendent James Colbert provided an update to the Board as the Department transitions from summer to the new school year. He shared that staff are attending multiple professional development trainings in preparation for the new school year, including Therapy Services, Head Start, and Special Schools Divisions staff. Superintendent Colbert also reported that he and Mr. Jonathan Parker, Assistant Superintendent for Academic Support Services, toured the Special Schools campuses and some of the Head Start campuses the week of August 11, 2025. He also commended the Facilities Division for preparing all of the campuses for the first day of classes on Monday, August 25, 2025. Finally, Superintendent Colbert shared a short video and an overview of Convocation, celebrating HCDE's culture and an opportunity to celebrate, for fellowship and to get excited about the upcoming school year.

- C. **Annual Division Update** – Chris Hoesel, Director, 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.

None.

- E. **Report of Board Committees** – Committee Chairs

None.

- F. **Monthly Financial Reports through 07/31/2025** – Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Motion made by Trustee McGee, seconded by Trustee Joshi to approve all Consensus Items.

Motion passes with 6-0 voting to approve all Consensus Items.

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 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 07/15/2026 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 dba 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 vendors 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.**

Motion made by Trustee Davis, seconded by Board First Vice President Cantu to approve HCDE Schools Division Student Code of Conduct for School Year 2025-2026.

Motion passes with 6-0 voting to approve the 2025-2026 HCDE Schools Division Student Code of Conduct.

2. **Consider approval of the HCDE Schools Division's 2025-2026 Professional Development Plan for 08/25/2025 through 08/31/2026.**

Motion made by Board First Vice President Cantu, seconded by Board Second Vice President Davis to approve the HCDE Schools Division 2025-2026 Professional Development Plan for 08/25/2025 through 08/31/2026.

Motion passes with 6-0 voting to approve the 2025-2026 HCDE Schools Division Professional Development Plan

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)

Motion made by Trustee Duhon, seconded by Board First Vice President Cantu to approve the revised local policies.

Motion passes with 6-0 voting to approve the revised local policies.

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.**

Motion made by Trustee McGee, seconded by Trustee Joshi to approve (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.

Motion passes with 6-0 voting to approve.

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.**

Motion made by Trustee Duhon, seconded by Board First Vice President Cantu to ratify 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.

Motion passes with 6-0 voting to ratify.

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.

Motion made by Trustee Duhon, seconded by Board First Vice President Cantu to approve 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.

Motion passes with 6-0 voting to approve.

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.

Motion made by Board First Vice President Cantu, seconded by Trustee McGee 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.

Motion passes with 6-0 voting to amend.

Trustee Eric Dick arrived at 1:51 p.m.

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.

Motion made by Board First Vice President Cantu, seconded by Trustee Duhon to approve project delivery/contract method of Construction Manager at Risk (CMAR) for the 6005 Westview HVAC and Roof Renovation Project.

Motion passes with 7-0 voting to approve.

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).**

Motion made by Board First Vice President Cantu, seconded by Board Second Vice President Davis to approve the project delivery/contract method of Job Order Contracting, approve 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.

Motion passes with 7-0 voting to approve the project delivery/contract method, approve the Job Order Contract, and delegate authority.

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).

Motion made by Board First Vice President Cantu, seconded by Trustee McGee to approve the project delivery/contract method of Job Order Contracting, approve 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.

Motion passes with 7-0 voting to approve the project delivery/contract method, approve the Job Order Contract, and delegate authority to the Superintendent.

The Board did not enter Executive Session.

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 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**

Trustee Duhon requested to discuss funding for the CASE for Kids Division.

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

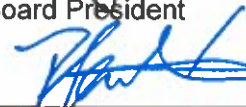
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, September 10, 2025, at 1:00 p.m.

Motion made by Board Second Vice President Davis, seconded by Trustee McGee to adjourn the meeting.

Motion passes with 7-0 voting to adjourn the meeting

Meeting adjourned at 1:55 p.m.



Amy Hinojosa
Board President

Richard Cantu
Board First Vice President