

**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 **26th day of February 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
February 26, 2025
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held February 26, 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** - Mark Perez, Career Pathway Manager, Adult Education
2. **Pledge of Allegiance to the US flag** - Thomas Plapp, Fixed Assets, Facilities
3. **Pledge of Allegiance to the Texas flag** - Thomas Plapp, Fixed Assets, Facilities
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. **Recognition of Black History Month** - Presentation by Communications, Danielle Clark, Chief Communications Officer
 - B. **Employee of the Month** - Dr. Tyrone Sylvester, Executive Director of Human Resources
 - C. **Superintendent Monthly Report** - James Colbert, Jr.
 - D. **Annual Division Update** - Construction
 - E. **Annual Division Update** - Adult Education
 - F. 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.
 - G. **Report of Board Committees** - Committee Chairs
 - H. **Monthly Financial Reports through 01/31/2025** - 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 January 2025

B. Consider approval of the following Board Meeting Minutes:

1. January 14, 2025 Audit Committee Meeting Minutes
2. January 15, 2025 Special Called Board Meeting Minutes
3. January 15, 2025 Regular Board Meeting Minutes
4. January 31, 2025 Special Called Board Meeting Minutes

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

1. **Consider approval of the Interlocal (Expenditure) Agreement for FY 2025 CASE for Kids Leadership Academy project, for the period 03/01/2025 through 08/31/2025 in the amount of \$38,000, with the following district: Crosby ISD (60 students served).**
2. **Consider approval of the Interlocal (Revenue) Agreement for the Center for Safe and Secure Schools Division and Raul Yzaguirre School for Success in an amount not to exceed \$11,318, for the period of 02/27/2025 through 06/30/2026, to service 8 sites in one phase of Safety Audits.**
3. **Consider ratification of Interlocal (Revenue) Agreement for Records Management Services and the City of Houston in the amount of \$1,000,000 for the period of 02/28/2025 through 02/27/2026 to perform records management services.**
4. **Consider ratification of Interlocal (Revenue) Agreements for FY 2025 in the aggregate amount of \$558,600 with Highpoint School East with the following districts:** Goose Creek CISD for thirty (30) in-county annual contracts, for the period of 08/28/2024 through 06/05/2025, in the amount of \$342,000 (\$11,400 each), and Sheldon ISD for nineteen (19) in-county annual contracts, for the period of 08/26/2024 through 06/05/2025, in the amount of \$216,600 (\$11,400 each).
5. **Consider ratification of Interlocal (Expenditure) Agreement for CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 2 grant, in the aggregate amount of \$93,600, for the FY 2025 period of 08/01/2024 through 07/31/2025, with the following entity: Southwest Schools (75 students served).**

6. **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 \$90,000 with the following entities:** BakerRipley (Charter-holder for Promise Community School) in the amount of \$45,000 (92 students served) and Clear Creek ISD in the amount of \$45,000 (110 students served).
 7. **Consider ratification of Interlocal (Expenditure) Agreement for CASE for Kids Partnership grant and Southwest Public Schools for the FY 2025 period of 10/01/2024 through 07/31/2025 in the amount of \$80,000**(150 students served).
 8. **Consider ratification of Interlocal (Revenue) Agreements for FY2025, for the period of 08/26/2024 through 06/05/2025, in the aggregate amount of \$34,375 with Fortis Academy and the following districts:** Galena Park ISD for three (3) in-county annual contracts in the amount of \$20,625 (\$6,875 each) and Sheldon ISD for two (2) in-county annual contracts in the amount of \$13,750 (\$6,875 each).
 9. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025, for ABS West for the period of 08/26/2024 through 06/05/2025, in the amount of \$23,800 with the following entity:** KIPP Texas, Inc. for one (1) in-county annual contract.
 10. **Consider ratification of Interlocal (Expenditure) Agreements for CASE for Kids Project CASE Debates in the aggregate amount of \$14,500, for the FY 2025 period of 09/16/2024 through 8/31/2025 with the following entities:** Pasadena ISD in the amount of \$2,500; Spring ISD in the amount of \$2,500; Spring Branch ISD in the amount of \$7,000; and YES Prep Public Schools-Southwest in the amount of \$2,500 (a maximum of 125 students served).
 11. **Consider approval of Interlocal (Revenue) Agreement for Records Management Services and Liberty Independent School District in the amount of \$1,200 for the period of 03/01/2025 through 02/28/2026 to perform records management services.**
 12. **Consider ratification of Interlocal (Non-Monetary) Agreement between the Adult Education Division and the City of Houston for the period of 01/01/2025 through 06/30/2025, for the provision of the HSE (High School Equivalency) and Vocational classes.**
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of the Contract Award for job no. 25/012MF for Financial Software, Enterprise Resource Planning (ERP Systems), and Related Services for the period of 02/26/2025 through 01/14/2026 with the following vendor:** Robert Ferrilli LLC dba Ferrilli (25/012SG-02).

2. **Consider approval of the Contract Award for job no. 25/006SG for Early Childhood Supplies and Related Items for the period of 02/26/2025 through 12/17/2025 with the following vendors:** Kaplan Early Learning Company (25/006SG-05) and School Specialty, LLC (25/006SG-10).
 3. **Consider approval of the Contract Award for job no. 25/010SG for Fine Paper and Related Items for the period of 02/26/2025 through 01/14/2026 with the following vendor:** Western-BRW Paper Company, Inc, dba OVOL USA, fka JP Gould, aka Baxter, High Point, Bosworth Papers, Bosworth Office & Technology (25/010SG-01).
 4. **Consider approval of HCDE Interlocal Agreements with:** Diversity Cyber Council, Inc., Houston, Texas; Dumas ISD, Dumas, Texas; Integral Care, Austin, Texas; San Isidro ISD, San Isidro, Texas; and Santa Gertrudis ISD, Kingsville, Texas.
- E. Consider approval of the following items for Internal Purchasing:
1. **Consider approval of Contract Award for job No. 25/013YR Advisors, Coaches, Consultants, Counselors, Speakers, and Trainers for the period of 02/26/2025 through 02/25/2030 with the following proposers:** Chenica Grant dba 2SIC, INC; BBH Life Care LLC; BetterLesson, Inc.; Capsuletek, LLC; Connection Capacity, LLC; Deirdre Orr dba Deirdre Orr Consulting; Mary E. White dba Dr. Mary E. White International, LLC; E and S Skyline Group, LLC; HJ Staffing dba Harris-Jones Staffing & Recruiting, LLC; Helping Hearts Heal, LLC; Hushura World Karate; Meagan Copelin Global Management Consultants, LLC; Dr. La Price N. Sanford dba One-By-One Solutions, LLC; Premier Center; Sly-Solutions, LLC; SourceX Consulting, LLC; S & P Solutions LLC; Thrive Nonprofit Solutions LLC; Fredia R. Washington dba Victorious Lighthouse Group LLC; and Veronica Sopher dba VV Sopher, LLC.
 2. **Consider approval of the Contract Award for job no. 25/015DR Real Estate Broker/Consulting Services, for the period of 02/27/2025 through 02/26/2030 to the following vendors:** Cassandra Jacob White dba Kajillion Management Group LLC; CBRE, Inc; Consolidated Property Advisors, LTD; Cushman & Wakefield U.S., Inc.; Pollan Hausman Real Estate Services, LLC; R&N Legacy Inc. DBA Re/Max Integrity.
 3. **Consider approval of Contract Award for job No. 25/014IA for CASE for Kids CASE for Kids College and Career Readiness Youth Services for Afterschool, Summer and Enrichment for the period of 03/01/2025 through 02/28/2026 with the following vendors:** A Better Me Basic Skills For Life; Agape Development; Black Professional Cowboys & Cowgirls Association; Black Rocket (Black Rocket); By Our Hands; Diversity Cyber Council, Inc.; Dream Capital International, Inc.; Houston Career readiness academy; Houston Institute of Global Health; Incuentro LLC; Kolor My Canvas; Legends Do Live; Mother Daughter ISH (Same); Perpetual Motion Studios, LLC; Second Chance Technology Edge High School; The Anderson Center for the Arts (The Anderson Center for the Arts); TRANSFRVR (Transfr Inc.); and U Startups Inc.

7. **ACTION ITEMS - NON-CONSENSUS**
 1. **Consideration and possible vote (election) to appoint up to two directors to the Harris County Department of Education Public Facilities Corporation.**
 2. **Consider adoption of resolution concerning emergency administrative leave with pay for HCDE staff in accordance with Policy DEA (Local) associated with severe weather on January 21 - 22, 2025**
 3. **Consider approval of the Harris County Department of Education Head Start/Early Head Start Student Selection Criteria for the 2025-2026 school year.**
 4. **Consider approval of the Service (Expenditure) Agreement for FY 2025 CASE for Kids Leadership Academy (job No. 25/014IA), for the period of 03/01/2025 through 08/31/2025 in the aggregate amount of \$185,000 with the following entity: Black Professionals Cowboys and Cowgirls Association (60 students served).**
 5. **Approval to rescind / terminate Change Order #2 with Geofill Material Technologies dba Geofill Construction (Job No. 23/011IA) to increase scope of work to install a Natural Gas Standby Generator and Gate Operators in the amount of \$1,313,687.**
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.
 - C. Obtain legal advice regarding pending litigation against HCDE.
 - D. Discussion and obtain legal advice regarding filling of vacant HCDE Trustee seat: Position 7, At-Large.
9. **Discussion and possible action regarding future agenda items**
10. **RECONVENE** for possible action on items discussed in executive session
 - A. **Possible action regarding pending litigation against HCDE.**
 - B. **Discussion and possible action regarding filling vacant HCDE Trustee seat: Position 7, At-Large.**

11. **INFORMATION ITEMS**

1. The vendor Southwaste Disposal, LLC was awarded at the 01/15/2025 Board Meeting under job no. 25/011MR for Grease Traps, Vent hood Cleaning, and Related Services for Harris County Department of Education. The vendor's name appeared on the agenda item 9438 as Southwest Disposal LLC which was incorrect. The correct name is Southwaste Disposal, LLC.
2. The vendor Nasco Education LLC was awarded at the 12/18/2024 Board Meeting under job no. 25/006SG for Early Childhood Supplies and Related Items for Harris County Department of Education. The vendor's name appeared on the agenda item as Nasco which was incorrect. The correct name is Nasco Education LLC.
3. **Submission of grant proposal to the U.S. Department of Health and Human Services, Administration for Children and Families, in the amount of \$14,045,792** to deliver Head Start and Early Head Start services to low-income children and families in East Harris County, Texas. Requested funds will serve 800 Head Start students and 64 Early Head Start students.

A. **Human Resources**

1. Personnel
2. Employee Count

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, April 16,2025, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", with a stylized flourish at the end.

James Colbert, Jr.
County School Superintendent