

**Harris County Department of Education
Minutes of Regular Board Meeting
June 18, 2025**

The Harris County Board of School Trustees met in regular session on June 18, 2025, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Amy Hinojosa, Board President, called the meeting to order at 1:03 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 (appeared at 2:09 p.m. via videoconference); Erica Davis, Board Second Vice President; Andrea Duhon; John McGee and Silky Joshi

**Board Members
Absent:**

Eric Dick

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; Jessica Bermea, Executive Assistant Board to Trustees; Lisa Caruthers, Senior Director, CASE for Kids; Danielle Clark, Chief Communications Officer; Stephanie De Los Santos, Director, Client Engagement; Jeff Drury, Director Choice Partners; Leslie Edwards-Ethridge, Director, Center for Safe and Secure Schools; Chris Hoesel, Director Information Technology; Eduardo Honold, Senior Director Adult Education; Edna Johnson, Director of Purchasing; Marica Leiva, Chief Accounting Officer; Charles Ned, Senior Director Schools; Venetia Peacock, Senior Director , Head Start; Yolanda Pyrtle, Director Research and Evaluation Institute; Lindsey Sanders, Director Communications and Creative Services; Dr. Tyrone Sylvester, Executive Director, Human Resources; Trina Silva, Education Foundation Community Development Director; Dr. Michelle Willaims, Executive Director Facilities

Visitors:

None.

**Harris County Department
of Education Minutes of
Regular Board Meeting**

1. **Invocation** - Communications and Client Engagement - Janet Wachs, Assistant Director, Client Engagement
2. **Pledge of Allegiance to the US flag** - Perla Hernandez, Contract Billing Specialist, Choice Partners
3. **Pledge of Allegiance to the Texas flag** - Perla Hernandez, Contract Billing Specialist, Choice Partners
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. **Recognition of Juneteenth** - Presentation by Communications, Danielle Clark, Chief Communications Officer

A video presentation was shown by Communications about Juneteenth.

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

Superintendent James Colbert, Jr. provided updates on two upcoming events. He announced that on July 24, 2025, the Professional Translators & Interpreters Conference will be held at the HCDE Conference Center. This is the first time Harris County Department of Education will host a conference for professional translators. Superintendent Colbert extended an invitation to the Board to attend the 2025 Convocation, scheduled for August 8, 2025, at the Kingdom Builder's Center. This year's convocation theme is "HCDE is Varsity."

- C. **Annual Division Update** - Communications & Client Engagement

- D. **Annual Division Update** - Choice Partners

- 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.

Trustee Andrea Duhon reported her attendance at the TASB Summer Leadership Institute held in San Antonio, Texas, from June 11-14. Trustee Duhon expressed the conference was enjoyable that she gained valuable information and encouraged her fellow board members to attend in the future.

- F. **Report of Board Committees** - Committee Chairs

None.

- G. **Monthly Financial Reports through 05/31/2025** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Motion made by Board Second Vice President Davis, seconded by Trustee Duhon to approve all items under Action Items- Consensus agenda.

Motion passes with 5-0 voting to approve all items under Action Items- Consensus agenda.

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 May 2025

B. Consider approval of the following Board Meeting Minutes:

1. May 21, 2025 Communications and Public Relations Committee Minutes
2. May 21, 2025 Regular Board Meeting Minutes

C. Consider acceptance of the following grant awards:

1. **Consider approval of the Grant Award Amendment #001 from Texas Workforce Commission (TWC) to increase award amount for Grant #2924ALA016 by \$271,889 for a total of \$5,534,166 for the program year of 07/01/2024 through 06/30/2025. (\$239,000 of this increase was previously approved by the Board on 01/15/2025.)**
2. **Consider approval of grant amendment for Texas Workforce Commission to extend the Adult Education and Literacy Service Provider Grant for the period of 07/01/2025 through 06/30/2026 and increase the grant award by \$3,056,576.**

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

1. **Consider approval of Interlocal (Revenue) Agreement for FY 2026 in the aggregate amount of \$3,503,460 for School-Based Therapy Services with the following district: Katy ISD (2095 students served in FY 2024) for Occupational, Physical, and Music Therapy services for the period of 09/01/2025 through 08/31/2026.**
2. **Consider approval of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$701,000 for Highpoint East with the following districts: Barbers Hill ISD for five (5) out-of-county annual contracts (\$13,700 each); Goose Creek CISD for thirty (30) in-county annual contracts (\$11,500 each); La Porte ISD for six (6) in-county annual contracts (\$11,500 each); and Sheldon ISD for nineteen (19) in-county annual contracts (\$11,500 each) for the period of 08/25/2025 through 06/04/2026.**
3. **Consider approval of Interlocal (Expenditure) Agreement for FY 2025 in the aggregate amount of \$36,000 for CASE for Kids Project CASE Debates with the University of Houston to host and serve 30 students for Debate Camp for the period of 06/29/2025 through 07/31/2025.**

4. **Consider approval of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$501,300 for ABS West with the following districts:** East Bernard ISD for one (1) out-of-county annual contract (\$29,750 each); Katy ISD for six (6) in-county annual contracts (\$24,050 each); and Lamar Consolidated ISD for eleven (11) out of-county annual contracts (\$29,750 each) for the period of 08/25/2025 through 06/04/2026.
5. **Consider approval of Interlocal (Revenue) Agreements for FY 2026 in the aggregate amount of \$178,500 for ABS East with the following districts:** Barbers Hill ISD for three (3) out of-county annual contracts (\$29,750 each); Danbury ISD for one (1) out of-county annual contract (\$29,750 each); and Dickinson ISD for two (2) out of-county annual contracts (\$29,750 each) for the period of 08/25/2025 through 06/04/2026.
6. **Consider ratification of Interlocal (Revenue) Agreements for FY 2025 in the aggregate amount of \$48,300 for ABS West with the following districts:** Lamar Consolidated ISD for six (6) out-of-county ESY (Summer school) contracts (\$7,000 each); and Spring Branch ISD for one (1) in-county ESY contract (\$6,300 each) for the period of 06/11/2025 through 07/10/2025.
7. **Consider approval of Interlocal (Revenue) Agreement for FY 2026 in the aggregate amount of \$24,600 for Fortis Academy with the following district:** Barbers Hill ISD for three (3) out-of-county annual contracts (\$8,200 each) for the period of 08/25/2025 through 06/04/2026.
8. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025 in the aggregate amount of \$14,000 for ABS East with the following district:** Splendora ISD for two (2) out-of-county ESY (Summer School) contracts (\$7,000 each) for the period of 06/11/2025 through 07/10/2025.
9. **Consider approval of Interlocal (Expenditure) Agreement in the amount not to exceed \$1,200 for Adult Education with Lee College (Baytown Learning Center) for the provision of the HSE (High School Equivalency), ABE (Adult Basic Education) and ESL (English as a Second Language) classes for the period of 07/01/2025 through 06/30/2026.** Adult Education will provide financial support not to exceed \$1,200 per fiscal year for utilities and classroom space.
10. **Consider approval of Interlocal (Non-Monetary) Agreements for Adult Education for the provision of the HSE (High School Equivalency), ABE (Adult Basic Education), and ESL (English as a Second Language) classes with the following school districts:** Alief ISD, Cleveland ISD, Cy-Fair ISD, Goose Creek Consolidated ISD, Klein ISD, and Sheldon ISD for the period of 07/01/2025 through 06/30/2026.

E. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Consider approval of the Contract Award for job no. 25/017TC for Moving and Storage Services, Packaging Supplies, Boxes and Related Items for the period of 06/18/2025 through 05/20/2026 with the following vendor: Veritiv Operating Company (25/017TC-09).**
2. **Consider approval of the Contract Award for job no. 25/018MF for Technology Products and Services for the period of 06/18/2025 through 05/20/2026 with the following vendor: The Library Corporation (25/018MF-69).**
3. **Consider approval of the Contract Award for job no. 25/020AK for Bottle Drinking Water, Coolers and Other Beverage Related Products for the period of 06/18/2025 through 04/15/2026 with the following vendor: BlueTriton Brands, Inc (25/020AK-01).**
4. **Consider approval of the Contract Award for job no. 25/025SG for Promotional and Commemorative Items for the period of 06/18/2025 through 06/17/2026 with the following vendors: 4imprint, Inc. (25/025SG-01); Action Wear Plus, Inc (25/025SG-02); Blink Marketing Inc (25/025SG-03); Buffalo Specialties, Inc. (25/025SG-04); Butler Business Products, LLC (25/025SG-05); Identity Plus LLC (25/025SG-06); Lasting Impressions Promotions, Inc. (25/025SG-07); GATEWAY PRINTING & OFFICE SUPPLY, INC. DBA LIBERTY OFFICE PRODUCTS, DANIEL OFFICE PRODUCTS, GORILLA OFFICE SUPPLIES (25/025SG-08); and Maria Cantu dba Printed Promotionals (25/025SG-09).**
5. **Consider approval of the Contract Award for job no. 25/027AK for Ice Cream Products for the period of 08/01/2025 through 07/31/2026 with the following vendors: La Costenita Distribuidor Inc. (25/027AK-01) and Yumi Ice Cream Co., Inc (25/027AK-02).**
6. **Consider approval of the Contract Award for job no. 25/029TP for Wireless Temperature Monitoring Systems and Other Related Products for the period of 06/18/2025 through 06/17/2026 with the following vendors: Innovative Technologies by Design, Inc dba ITD Food Safety (25/029TP-01); Shipcom Federal Solutions, LLC (25/029TP-02); Digi SmartSense LLC dba SmartSense by Digi (25/029TP-03); and Talosys Inc. (25/029TP-04).**
7. **Consider approval of HCDE Interlocal Agreements with: Dixon Unified School District, Dixon, California; George West Independent School District, George West, Texas; Grapevine-Colleyville Independent School District, Grapevine, Texas; Kaufman County, Kaufman, Texas; and Project Altruism, Fort Worth, Texas.**

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

1. **Consider approval of Contract Award for Job No. 25/019IA CASE for Kids 2025-2026 Partnership Project, for the period of 10/01/2025 through 07/31/2026, to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Academy of Accelerated Learning; Alief ISD; Channelview ISD; Houston ISD; Pasadena ISD; Sheldon ISD and Southwest Schools (Educational Leadership, Inc.).
2. **Consider approval of Contract Award for Job No. 25/030TD for Early Head Start Child Care Partnerships for the period of 07/01/2025 through 6/30/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Community Partners Fifthward Childhood Development Center, John G. Jones Learning Center, Successful Starters Academy II, and VNK LLC dba Pasadena Learning Center.
3. **Consider approval of Contract Award for Job No. 25/031TD for Short-Term Workforce Certification Training for Adult Education for the period of 07/01/2025 through 6/30/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Bridging the Digital Divide; Carr Instructional Design, Inc.; Houston Institute of Global Health; Pioneer Institute, Inc.; Integrated Health Solutions, II; Close to Home Holdings, LLC dba Integrity Health and Education; National Medical Institute dba K & B Training Center; Premier Center, Inc.; and Uncharted Territory, LLC.
4. **Consider approval of Contract Award for Job No. 25/036IA for Basic and Advanced Digital Threat Assessment Training (Center for Safe and Secure Schools) for the period of 07/01/2025 through 06/30/2030 with the following proposers:** Navigate 360, LLC and SST, USA, Inc. (Safer Schools Together)
5. **Consider approval to amend CH Local FY 2025 to add People Inspired Strategies (Job No. 23/034IA-3) in the amount of \$90,000, to provide consulting services for Business Services; increase Successful Starters Learning Academy (Job No. 21/029IA) by \$20,000 to a total of \$178,700 for Head Start Childcare Partnership, and modify Job No. for Scholastic, Inc. (Job No. 25/001EJ).**

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

1. **Consider approval of Services (Expenditure) Agreement for the Center for Safe and Secure Schools with Safer Schools Together (SST) for the period of 06/19/2025 through 09/30/2027 in the amount not to exceed \$178,400 for providing a transformational approach to school safety and violence prevention by integrating its digital threat assessment tools into the behavioral threat management process. (Funded by Stop Department of Justice Grant).**

Motion made by Trustee Duhon, seconded by Board Second Vice President Davis to approve Services (Expenditure) Agreement for the Center for Safe and Secure Schools with Safer Schools Together (SST) for the period of 06/19/2025 through 09/30/2027 in the amount not to exceed \$178,400 for providing a transformational approach to school safety and violence prevention by integrating its digital threat assessment tools into the behavioral threat management process.

Motion passes with 5-0 voting to approve.

2. **Consider approval of AIA B101 Contract with cre8 Architects (RFQ No. 24/042IA) for architectural services for the 6005 Westview HVAC and Roof Renovation Project** in the amount of \$520,000 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the contract. Funded by 2024 maintenance notes and fund balance.

Motion by Trustee Duhon, seconded by Board Second Vice President Davis to approve AIA B101 Contract with cre8 Architects (RFQ No. 24/042IA) for architectural services for the 6005 Westview HVAC and Roof Renovation Project in the amount of \$520,000 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the contract.

Motion passes with 5-0 voting to approve.

3. **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 \$591,450 for architectural fees; funding will be from 2024 maintenance notes for \$4,500,000 and \$1,789,450 from fund balance.

Motion made by Trustee McGee, seconded by Trustee Joshi to approve the project delivery/contract method of Construction Manager at Risk (CMAR) for the 6005 Westview HVAC and Roof Renovation Project.

Motion passes with 5-0 voting to approve.

4. **Consider approval of change order #1 with Tarkett, Inc. (Job No. 24/047TC-28) for the purchase and installation of carpet for North Post Oak location in the amount of \$88,275.** Funded by 2024 maintenance notes RFP#24/047TC-28.

Motion made by Trustee Duhon, seconded by Trustee Joshi to approve change order #1 with Tarkett, Inc. (Job No. 24/047TC-28) for the purchase and installation of carpet for North Post Oak location in the amount of \$88,275.

Motion passes with 5-0 voting to approve.

The Board entered into Executive Session at 2:06 p.m. Board First Vice President Richard Cantu entered the meeting at 2:09 p.m. during Executive Session via videoconference.

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** Superintendent's recommendation to nonrenew a teacher's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) and obtain legal advice regarding the same.

The Board reconvened at 2:22 p.m.

9. **RECONVENE** for possible action on items discussed in executive session

- A. Consider nonrenewing a teacher's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local).

Motion made by Trustee McGee, seconded by Trustee Joshi to nonrenew Laronica Jonhson's Chapter 21 term contract for one or more reasons outlined in HCDE Policy DFBB(Local) as discussed in Executive Session and to direct the Superintendent or his designee to notify Ms. Johnson of the Board's decision in accordance with applicable law and policy.

Motion passes with 6-0 voting to nonrenew Laronica Johnson's Chapter 21 term contract for one or more reasons outlined in the HCDE Policy DFBB (Local) as discussed in Executive Session and to direct the Superintendent or his designee to notify Ms. Johnson of the Board's decision in accordance with applicable law and policy.

10. **Discussion and possible action regarding future agenda items**

None.


11. **INFORMATION ITEMS**

1. **Correction to April 16, 2025, board agenda item 6.F.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 06/19/2025 with the following vendor: The Masters Distribution Systems Company, Inc. (25/020AK-02). Should read Consider Contract Award for Job No. 25/020AK for Bottle Drinking Water, Coolers and Other Beverage Related Products for The Masters Distribution Systems Company, Inc. (25/020AK-02) for the period of 04/16/2025 through 04/15/2026.
2. **Submission of grant proposal to Texas Mutual Insurance Company, via the Education Foundation of Harris County, in the amount of \$100,000**, to support HCDE's Head Start program. Requested funds will help serve 800 students and families at Head Start campuses.
3. **Submission of grant proposal to the Akamai Foundation via the Education Foundation of Harris County, in the amount of \$40,000**, to support CASE for Kids' All-Earth Ecobot Challenge. Requested funds will support the addition of drone technology to the project for middle school students.
4. **Submission of grant proposal to the TDECU Cares Foundation, via the Education Foundation of Harris County, in the amount of \$11,300**, to support CASE for Kids' 2025 Kids' Day Entrepreneurship project. Requested funds will support teacher training, supplies, and supplemental materials. The project will serve 250 students in 3rd-12th grades in the Harris County area.
5. **Submission of grant proposal to CenterPoint Energy Foundation via the Education Foundation of Harris County, in the amount of \$10,000**, to support CASE for Kids' All-Earth Ecobot Challenge. Requested funds will support a robotics project for 350 students in 4th-8th grades.

6. **Submission of grant proposal to Henderson Foundation via the Education Foundation of Harris County, in the amount of \$10,000, to support CASE for Kids' All-Earth Ecobot Challenge.** Requested funds will support a robotics project for 350 students in 4th-8th grades.
7. **Submission of grant proposal to the Burns & McDonnell Foundation, in the amount of \$5,000, to support CASE for Kids' All-Earth Ecobot Challenge at ABS West for the 2025-2026 school year.** This funding would be used for modified robot kits to expand access to STEM education for 75 students.
8. **Contract extension for Depository Banking Services (RFP #21/051KJ) for HCDE with the following proposer: J.P. Morgan Chase Bank for the period of 09/01/2025 through 08/31/2027.**
9. **Receipt of grant awards from the Education Foundation of Harris County (EFHC) for CASE for Kids to implement the Kids' Day Entrepreneurship and All-Earth Ecobot Challenge from four organizations in the amount of \$23,104 on 06/01/2025.**
- A. **Human Resources**
 1. Personnel
 2. Employee Count

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

*Motion to adjourn made by Board Second Vice President Davis, seconded by Trustee Duhon
Motion passes with 6-0 voting to adjourn.
Meeting adjourned at 2:23 p.m.*



Amy Hinojosa
Board President



Richard Cantu
Board First Vice President