

**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 20th day of April 2022 at 1:00 p.m. for the Board to conduct the business of that meeting. The meeting will be held in the Board Room 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 20, 2022
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held April 20, 2022, 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** - Donald Mims, Records Management
2. **Pledge of Allegiance to the US flag** - Armando Rodriguez, Head Start
3. **Pledge of Allegiance to the Texas flag** - Armando Rodriguez, Head Start
4. **Open Forum** - Gov't Code 551.003 (5) - 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** - Natasha Truitt, Executive Director of Human Resources
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update on Records Management** - Curtis W. Davis, Director
 - D. **Annual Division Update on Head Start** - Venetia Peacock, Senior Director
 - 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 02/28/2022** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
 - H. **Presentation of 2022 Excellence in Finance Award** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- I. **Presentation of 2022 Excellence in Purchasing Award** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

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 February 2022

B. Consider ratification/approval of the following Board Meeting Minutes:

1. 02/08/2022 Policy Committee
2. 02/23/2022 Board Meeting

C. Consider ratification/approval of the following grant proposals:

1. **Approval to submit a grant application for grant (06HP000311) to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS), in the amount of \$4,792,502 for continued funding of HCDE Early Head Start – Child Care Partnerships for the 9/1/2022 to 8/31/2023 budget period.**
2. **Approval to request a budget revision for Grant Number 06TD000179 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS), for budget period 02/01/2021 through 01/31/2023. Requesting approval for this budget-neutral action is a requirement of the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS).**
3. **Approval to submit an application to request a No-Cost Extension for the Coolwood Head Start Construction Grant (06TD000179) to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS).**
4. **Approval of Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program: CASE for Kids certifies afterschool investments of public funds through two collaborators as part of HCDE's Houston Galveston Area Council (HGAC) contract: Harris County/Harris County Commissioner Precinct I and Harris County/Harris County Public Library.**

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

1. **Ratification of Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 4 grant, in the aggregate amount of \$129,500 with the following entity: Southwest Schools (Charter) for Southwest Bissonnet Elementary in the amount of \$129,500 (110 students served).**
2. **Approval of Stafford MSD Interlocal (revenue) contract amendment for FY 2022 for occupational and physical therapy services in the aggregate amount of \$16,388 with School-Based Therapy Services. Added 16 OT/PT days to the original contract.**

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

1. **Approval of the Contract Award for job no. 22/022MJ for Waterproofing, Roofing, and Masonry with the following vendors:**A.W. Farrell & Son, Inc. dba Farrell Roofing (#22/022MJ-01); Atlas Universal Roofing, Inc. dba Atlas Universal, Inc. (#22/022MJ-02); D7 Roofing & Metal, LLC (#22/022MJ-03); Mid-Continental Restoration Co., Inc. (#22/022MJ-04); Reliable Commercial Roofing Services, Inc. (#22/022MJ-05); Shielder Ventures, LLC dba D&G Quality Roofing (#22/022MJ-06); Tadco, LLC (#22/022MJ-07); Texas Liqua Tech Services, Inc. dba Liqua Tech (#22/022MJ-08), and Weatherproofing Services (#22/022MJ-09) for the period 04/20/2022 through 04/19/2023.
2. **Approval of the Contract Award for job no. 22/023MJ for Signage and Related Items with the following vendor:**National Signs (#22/023MJ-01) for the period 04/20/2022 through 04/19/2023.
3. **Approval of the Contract Award for job no. 22/024MJ for Painting, Drywall, & Flooring with the following vendors:** Dura Pier Facilities Services, LTD dba Facilities Sources (#22/024MJ-01); FCS Services LLC dba AD2 Construction Services (#22/024MJ-02); Mitchell Paint & Wallcovering, Inc dba Mitchell Contracting (#22/024MJ-03); Panhandle Steel Buildings, Inc (#22/024MJ-04); Westco Ventures LLC (#22/024MJ-05) for the period 4/20/2022 through 4/19/2023.
4. **Approval of HCDE Interlocal Agreements with:** Avondale Elementary School, Avondale, Arizona; El Paso County, Colorado Springs, Colorado; Fort Bend County Emergency Services District 4, Fulshear, Texas; Greenville City, Greenville, Texas; Legacy Traditional Schools, San Antonio, Texas; National Math and Science Initiative, Dallas, Texas; Sul Ross State University, Alpine, Texas; Tucson Unified School District, Tucson, Arizona; Washington State University Vancouver, Vancouver, Washington, and Workforce Solutions Borderplex, El Paso, Texas.

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

1. **Approval of audit services engagement with Whitley Penn (job no. 21/028YR) for fiscal year ending August 31, 2022, for an estimated amount of \$55,200.** Per Texas Education Agency requirements, an annual independent audit must be conducted.
2. **Approval of Contract Award for job no. 21/074IA-2 Contracted Services for Professional Development, Speakers and Trainers for the Teaching and Learning Center Division with the following proposer(s):** Aha! Process, Inc. (Dr. Ruby K. Payne); Aperture Education; Attainment Company, Inc.; Center for Student Achievement Solutions, LLC; Frog Street Press, LLC; HIP Healthy Innovative Processes; Imagireading Adventures LLC; Improving Student Outcomes; Imagination Station Inc. dba Istation; UT Austin-University of Texas at Austin HS (K-16 Education Center); Lakeshore Learning Materials; Pretty Smartt Foundation; Scholars for the Soul: An Educational Solutions Firm, LLC; Writers in the Schools; Young Audiences Inc. of Houston; Youth Enrichments; and Yvette De Luna for the period of 05/01/2022 through 04/30/2027.
3. **Approval of Contract Award for job no. 22/012IA-2 for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** 6crickets, Inc.; A Better Day Foundation, LLC; A.I.R. Project; American Festival for the Arts (AFA); Alliance Financial Ministries, Inc.; American Robotics Academy (Animation Station Inc.); Art League Houston (Ash); ArtStartHouston (Tanai Walker); Assoc for the Advancement of Mexican Americans (AAMA); Avenue; Bayou City Fencing Academy (Spirit of Youth Fencing Foundation); BenCheri Educational Center; Bethel's Family Christian Academy, Inc.; BookNook, Inc.; Boykins Youth Foundations; Brazillian Cultural Institute; Bridge Year; Bridging The Digital

Divide; Bsgg Youth Program-Stop the violence (Salon 180 angels, Inc.); Campbell Learning Center; Change Happens; Children’s Museum of Houston; Chinese Community Center, Inc.; Choice Nation Academy; CollegeCommunityCareer; Color of Life Community Resource & Activity Center; Comligo USA, Inc.; Committee for Children; Community Family Centers; Comp-U-Dopt; Connect Community; Consumer Energy Education Foundation; Creativity Shell (EZ Kids Creativity Shell); Dance Another World; Diaz Music Institute; Discovering U; Double Vision Dance, Inc.; Dr. Mary E. White International, LLC; DreamWhere; Envime; Exalted Arts; Excel Beyond Circumstances (Meredith James); Expressions Productions (1972)For The Children Consulting; FotoFest, Inc.; Guitar Initiative, Inc.; Harris County Cultural Arts Center; Harris County Precinct One Street Olympics, Inc.; Houston Ballet Foundation; Houston Healthy Hip-Hop (Chris Cortez); Houston Tennis Association, Inc.; Houston Youth Symphony (Houston Youth Symphony and Ballet); Houston: reVision; HTC Youth Center (Holy Trinity Church & Youth Center); HYPE Freedom School, Inc.; JS&D Sports Development Outreach Ministries; JumpBrunch (CSCRM, Inc.); KEW Learning Academy; Kidz Knecht Resource Center; Konnecting the Dots; Laddering Your Success, LLC; Living Word Christian Academy; M.E.N. (Mentoring, Educating & Nurturing,Inc.); Mad Science of Houston (Little Scientists Inc.); Magnolia Park Arts & Community; Mission Milby C.D.C; Multicultural Education and Counseling through the Arts; Neighbors in Action; Newspring; Partnership for the Advancement and Immersion of Refugees; Perfect Connection; Precint2gether, Inc.; Purpose Kids (Fellowship of Purpose Early Childhood Learning Center); Quest Learning Institute; Retrain America; RSA of Dance & Performing Arts; Safe Diversity Communities; Science of Sport; Second Chance Technology Edge High School; Shamelessly Saved Productions; SHAPE Community Center, Inc.; SMART Core Labs (Animation & Robotics for Kids LLC); Social Motion, Inc.; Southside Driving Centre (Southside Driving LLC); Studentnest.com; Tackle Tutoring; TAPS Academy; The Alliance (Alliance for Multicultural Community Services); The Center for Pursuit; The Chauncy Glover Project; The City of Deliverance Life Center; The FORGE for Families; The PRYDE Foundation; The Woods Project (The Woods Project, Inc.); Tier One Learning, LLC; Ties Required Plus; TWST4Girls; U.S. Dream Academy, Inc.; Visual Arts Productions; We Are Writer’s Block; Young Audiences, Inc. of Houston; and Youth Enrichments (Chicks with Class LLC) for the period 05/01/2022 through 04/30/2027.

4. **Approval of Contract Award for job no. 22/026EJ for Performance Evaluation Design with the following vendor:** Cooperative Personnel Services, dba CPS HR Consulting for the period 05/01/2022 through 04/30/2027.
5. **Approval of National Cooperative Purchasing Alliance (NCPA) Interlocal Agreement with HCDE. Region 14 ESC is NCPA's lead public agency. (This is necessary to participate in the cooperative for goods/services not available through HCDE's Choice Partners cooperative program.)**

G. Consider ratification/approval of the following Revenue Agreements:

1. **Ratification of Interlocal (revenue) contract for FY 2022 in the aggregate amount of \$180,882 with Highpoint School East with the following district:** Goose Creek Consolidated ISD for eighteen (18) in-county annual contracts in the amount of \$180,882 (\$10,049 each) for the contract period of 08/23/2021 through 06/03/2022.
2. **Ratification of Interlocal (revenue) contract for FY 2022 in the aggregate amount of \$381,648 with Academic and Behavior School West with the following district:** Fort Bend ISD for sixteen (16) out of-county annual contracts in the amount of \$381,648 (\$23,853 each) for the contract period of 08/23/2021 through 06/03/2022.

3. **Ratification of Interlocal (revenue) contract amendments for FY 2022 in the aggregate amount of \$473,254 with Academic and Behavior School West with the following districts:** Amendment to the Annual Contract - Fort Bend ISD for sixteen (16) out-of-county annual contracts in the amount of \$381,648 (\$23,853 each) to include consideration of the bus aide services not to exceed and additional \$9,186, if necessary (Bus Aide Services \$19 an hour); Amendment to the Annual Contract - YES Prep Public Schools to increase the aggregate amount from \$41,210 to \$82,420 (an increase of \$41,210) for two (2) additional units (in-county \$20,605) for the period of 08/23/2021 through 06/03/2022.

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

- A. Consider second reading and final approval of the following revised local policies:
 - a. BJA (Local)
 - b. CB (Local)
 - c. CE (Local)
 - d. CFD (Local)
 - e. CH (Local)
 - f. CQB (Local)
 - g. DEC (Local)
 - h. DFE (Local)
 - i. DP (Local)
 - j. FFG (Local)
 - k. FL (Local)
- B. **Consider approval of a resolution delegating authority to accept a contract employee's resignation** effective before the end of the school year.
- C. **Consider approval of a resolution delegating authority to accept a contract employee's resignation** effective at the end of the school year or submitted before the penalty-free resignation date.
- D. **Consider approval of amended Interlocal Participation Agreement** between Harris County Department of Education and TASB Risk Management Fund effective 05/01/2022. (This agreement is to participate in the TASB Worker's Comp Program.)
- E. **Consider approval of the 2022-2023 HCDE Work/Holiday Calendar.**
- F. **Consider approval of a resolution regarding recruitment and retention incentives** for Schools and School-Based Therapy Services staff.
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** 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**

11. **INFORMATION ITEMS**

A. **Human Resources**

1. Personnel
2. Employee Count

B. **In collaboration with the Education Foundation of Harris County, the Center for Grants Development submitted a grant proposal to Dollar General Literacy Foundation** in the amount of \$2,999 for ABS-East and West to implement a summer reading program. Requested funds will cover expenses to purchase instructional materials, leveled books for classroom libraries and incentives for students.

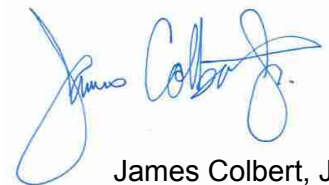
C. **Submission of a \$3,000 grant request to the Whole Kids Foundation** to support The Knights Kontainer Garden Program of Academic and Behavior School West. Funding would benefit 28 unduplicated students.

D. **Submission of grant proposal to Texas Workforce Commission in the amount of \$390,243** to implement an Integrated Education and Training-Workforce Literacy (IET-WL) pilot program for the Adult Education division. The program will serve 70 participants.

E. **In accordance with the Head Start Program Performance Standard 1303.5(2)(b) Limitations on development and administrative cost (2)(b)(1), Harris County Department of Education (HCDE) Head Start** is requesting a waiver of the administrative cost limitations of 15% for grant 06HP000311 for the budget period of 09/01/2020 through 08/31/2021.

F. **Acceptance of the Notice of Award (NOA) from 2022 GroMoreGood Grassroots Grant** from The Scotts Miracle Gro Foundation and KidsGardening in the amount of \$500 for the Tidwell Head Start campus.

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, May 18, 2022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent