

**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 **17th day of August 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
August 17, 2022
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held August 17, 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** - Cindy Tan, Information Technology
2. **Pledge of Allegiance to the US flag** - Chris Hoesel, Information Technology
3. **Pledge of Allegiance to the Texas flag** - Chris Hoesel, Information Technology
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** - Lowell Ballard, Director of Information Technology
 - D. **Presentation of the Certificate of Distinction Award from the Government Treasurers' Organization of Texas** (GTOT) for the HCDE Investment Policy that meets the requirements of the Public Funds Investment Act and the GTOT standards for prudent public investing.
 - 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 07/31/2022** - 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 July 2022

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

1. 07/20/2022 Board Meeting

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

1. **Approval of grant application to Texas Council for Developmental Disabilities in an amount not to exceed \$7,500** to support School-Based Therapy Services' training on The Art and Science of Handwriting Intervention. The training is scheduled for November 9, 2022 and will serve over 160 occupational therapists, and general and special education teachers.
2. **Approval of CASE for Kids Division partnership application with Houston Food Bank for the Child and Adult Care Program (CACFP) to provide meals (breakfast, lunch, dinner and/or snacks) to comprehensive programs participating in the 21st CCLC Texas ACE Cycle 11 Year 2 grant for the 2022-2023 school year.** The comprehensive programs are administered by Harris County Department of Education and the following school districts and charter systems: AAMA (Charter), Alief ISD, BakerRipley (Charter), Clear Creek ISD, Houston ISD, Galena Park ISD, and Humble ISD.

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

1. **Ratification of Interlocal (revenue) contract and Participation Agreement (revenue) for FY 2023 for Therapy Services in the aggregate amount of \$22,760 with School-Based Therapy Services and the following districts:** Royal ISD (6 students served in FY21) in the amount of \$12,960; Avondale House (0 students served in FY21) in the amount of \$9,800 for the period 08/16/2022 through 08/15/2023.
2. **Ratification and Approval of Interlocal (revenue) contracts for FY 2022 and FY 2023 in the aggregate amount of \$508,673 between Academic and Behavior School West with the following districts:** Houston ISD to increase the amount from \$438,490 to \$443,768 (an increase of \$5,278) for one (1) additional unit for FY2022 Extended School Year Services (ESY) Summer School (in-county \$5,278 each) for the time period of 06/07/2022 through 07/14/2022; and FY 2023 Waller ISD for three (3) in-county annual contracts in the amount of \$64,905 (\$21,635 each) for the contract period of 08/22/2022 through 06/05/2023.
3. **Ratification and Approval of Interlocal (revenue) contract amendment for FY 2022 and FY 2023 contracts in the aggregate amount of \$82,291 with Academic and Behavior School East with the following districts:** Pearland ISD to decrease from four (4) out-of-county units for an aggregate amount of \$21,112 (\$5,806 each) to two (2) in-county units for an aggregate amount of \$10,556 (in-county \$5,278 each) for the period of 06/07/2022 through 07/14/2022; and FY 2023 Cleveland ISD for two (2) out-of-county annual contracts in the amount of \$50,100 (\$25,050 each); and Sheldon ISD for one (1) in-county annual contract in the amount of \$21,635 (\$21,635 each) for the contract period of 08/22/2022 through 06/05/2023.

4. **Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$62,100 with Highpoint School East with the following district:** Spring Branch ISD for six (6) in-county annual contracts in the amount of \$62,100 (\$10,350 each) for the period of 08/22/2022 through 06/05/2023.
5. **Approval of Interlocal (revenue) contract for FY 2023 for Therapy Services in the aggregate amount of \$75,460 with School-Based Therapy Services and the following district:** Huffman ISD (0 students served in FY21) in the amount of \$75,460 for the period of 08/16/2022 through 08/15/2023.
6. **Ratification and Approval of Interlocal (revenue) contract Amendment #1 for FY22 contract and for FY 2023 contracts for Fortis Academy in the aggregate amount of \$68,750 with the following districts:** Aldine ISD to increase the original amount of \$12,500 by \$31,250 for five (5) additional in-county units (\$6,250 each) to a total of \$43,750 for the contract period of 08/23/2021 through 06/03/2022; and FY 2023 Channelview ISD (3) in-county annual contracts in the amount of \$18,750 (\$6,250 each); Sheldon ISD for one (1) in-county annual contract in the amount of \$6,250 (\$6,250 each) for the contract period of 08/22/2022 through 06/05/2023.
7. **Ratification and Approval of three Interlocal (Revenue) contracts in the aggregate amount of \$92,640 between Center for Safe and Secure Schools and Lamar CISD for Safety Audits from:** Summer – 07/11/2022 to 06/30/2023; Fall – 09/01/2022 to 06/30/2023; and Fall/Spring – 09/01/2022 to 06/30/2023 in an amount not to exceed \$4,950 (Summer – 2 sites), \$45,900 (Fall – 30 sites) and \$41,790 (Fall/Spring – 18 sites).
8. **Approval of Interlocal (revenue) contracts for FY 2023 for Therapy Services in the aggregate amount of \$5,825,465 with School-Based Therapy Services and the following districts:** Pearland ISD (45 students served in FY21) in the amount of \$91,140; Houston Independent School District (1714 students served in FY21) in the amount of \$2,657,725; Cypress-Fairbanks ISD (1672 students served in FY21) in the amount of \$2,970,220; Greater Gulf Coast Cooperative (1 student served in FY21) in the amount of \$106,380, for FY23.
9. **Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$324,525 with Academic and Behavior School East with the following district:** Houston ISD for fifteen (15) in-county annual contracts in the amount of \$324,525 (\$21,635 each); for the contract period of 08/22/2022 through 06/05/2023.
10. **Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$1,189,925 with Academic and Behavior School West with the following districts:** Alief ISD for thirty-five (35) in-county annual contract in the amount of \$757,225 (\$21,635 each); and Houston ISD for twenty (20) in-county contracts in the amount of \$432,700 (\$21,635 each) for the contract period of 08/22/2022 through 06/05/2023.
11. **Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$103,500 with Highpoint School East with the following district:** Galena Park ISD for ten (10) in-county annual contracts in the amount of \$103,500 (\$10,350 each) for the period of 08/22/2022 through 06/05/2023.
12. **Approval of Interlocal (revenue) Agreement between the HCDE CASE for Kids Division and the City of Houston for the period of date of countersignature by the City Controller through 06/30/2023** in the amount up to \$770,000 for CASE for Kids to provide after-school programs and/or out-of-school activities and projects.

13. **Approval of Interlocal (revenue) Agreement with the Center for Educator Success (CES) with Spring ISD** for Certification and Support Program in an aggregate amount of \$225,000 (for 3 cohorts and 45 candidates) over a 5 year period, beginning FY 22-23 through FY 26-27.
14. **Approval of Interlocal Agreement with Harris County Sheriff Office to provide law enforcement services (7 deputies)** for the period beginning 10/02/2022 to 09/30/2023 in the amount of \$543,200 for Special Schools.

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

1. **Approval of Services Agreement for job no. 18/034MR for Choice Contracted Services with the following vendor:** Ann Marie Harbour not to exceed \$110,000 including reimbursable expenses for the period of 09/01/2022 through 08/31/2023.
2. **Approval of the Contract Award for job no. 22/038SG Educational Materials and Related Items with the following vendors:** Mav Holding Corporation dba Achieve 3000, Inc (22/038SG-01); Gregory Dale Laufer dba Adventures in Learning, LLC (22/038SG-02); Alba Educational Consulting, LLC dba Alba Math (22/038SG-03); All In Learning (22/038SG-04); Omega Labs Inc. dba Boom Learning (22/038SG-05); Brainchild Unlimited Inc dba Brainchild (22/038SG-06); CEV Multimedia, LLC (22/038SG-07); Advance Books LLC dba Children Bilingual Books (22/038SG-08); Matthew Friedland dba Crafty Contraptions LLC (22/038SG-09); Eric Armin Inc. dba EAI Education (22/038SG-10); eDynamic Holdings LP dba eDynamic LP (22/038SG-11); Frog Street Press, LLC (22/038SG-12); hand2mind, Inc (22/038SG-13); Houston A+ Challenge (22/038SG-14); KAMICO Instructional Media, Inc. (22/038SG-15); Kaplan Early Learning Company (22/038SG-16); Lab Resources, Inc. (22/038SG-17); Lakeshore Parent, LLC dba Lakeshore Learning Materials, LLC (22/038SG-18); No Tears Learning Inc dba Learning Without Tears (22/038SG-19); Legends of Learning, Inc. (22/038SG-20); Virtual Education Station, LLC dba Little Stem Academy (22/038SG-21); Peoples Education, Inc. dba Mastery Education (22/038SG-22); Mav Holding Corporation dba McGraw Hill LLC (22/038SG-23); Nasco Education LLC (22/038SG-24); The W. Oscar Neuhaus Memorial Foundation dba Neuhaus Education Center (22/038SG-25); NWEA (22/038SG-26); OTC Brands, Inc. dba Oriental Trading Company (22/038SG-27); Pitsco Education, LLC (22/038SG-28); Real OT Solutions, Inc. (22/038SG-29); Community Products LLC dba Rifton Equipment (22/038SG-30); S&S Worldwide, Inc (22/038SG-31); School Specialty, LLC (22/038SG-32); Sirius Education Solutions LLC dba Sirius Education Solutions (22/038SG-33); Studies Weekly, Inc. (22/038SG-34); Sundance Newbridge, LLC dba Sundance Newbridge Publishing (22/038SG-35); Teacher Created Materials, Inc. (22/038SG-36); Scholastic Network Partners, LLC dba The Scholastic Network (22/038SG-37); Cox Subscriptions, Inc. dba W.T. Cox Information Services (22/38SG-38); Chicks with Class dba Youth Enrichments (22/038SG-39) for the period of 08/17/2022 through 08/16/2023.
3. **Approval of the Contract Award for job no. 22/041KN Networking, Telecommunication, and WiFi Equipment with the following vendors:** Datavox, Inc. (22/041KN-01); Waypoint Business Solutions, LLC (22/041KN-02), and Wyebot, Inc. (22/041KN-03) for the period of 08/17/2022 through 08/16/2023.
4. **Approval of the Contract Award for job no. 22/042KN Technology Training and Services with the following vendors:** Aspire HR, Inc. (22/042KN-01); Birch Cline Technologies dba Birch Cline Cybersecurity (22/042KN-02); TopTalent Learning LLC dba New Horizons Dallas (22/042KN-03) for the period of 08/17/2022 through 08/16/2023.

5. **Approval of the Contract Award for job no. 22/043KN Technology, Equipment, Products, and Supplies with the following vendors:** Coast to Coast Computer Products, Inc. (22/043KN-01); Dowley Security System, Inc. (22/043KN-02); Encore Data Products, Inc. (22/043KN-03); Howard Industries, Inc. dba Howard Technology Solutions (22/043KN-04); iBenzer, Inc. (22/043KN-05); ImageNet Consulting, LLC (22/043KN-06); Insight Investments Holdings, LLC dba Insight Investments, LLC (22/043KN-07); IT Recycling Group dba ITRG Secure (22/043KN-08); KeyWarden Systems Partners, LLP (22/043KN-09); Mark III Systems, Inc. (22/043KN-10); Preferred Technologies, LLC (22/043KN-11); Scott Electric (22/043KN-12); PCCare, Inc. dba Square3 IT (22/043KN-13) for the period of 08/17/2022 through 08/16/2023.
6. **Approval of the Contract Award for job no. 22/044KN Technology Software with the following vendors:** Burlington English, Inc. (22/044KN-01); Learn21: A Flexible Learning Collaborative dba Learn21 (22/044KN-02); Nearpod, Inc. (22/044KN-03); Nutri-Link Technologies, Inc. (22/044KN-04); EduProject ELL, LLC dba Project Education (22/044KN-05); Smartest Edu, Inc. dba Formative (22/044KN-06); Smarty Symbols, LLC (22/044KN-07); TCASE Services, Inc. c/o Texas Council of Administrators of Special Education (22/044KN-08); Scholastic Network Partners, LLC dba The Scholastic Network (22/044KN-09); Upbrainery Technology, LLC (22/044KN-10) for the period of 08/17/2022 through 08/16/2023.
7. **Approval of the Contract Award for job no. 22/045KN Online Marketplace for Products with the following vendors:** Amazon.com Sales, Inc. dba Amazon.com Services LLC (22/045KN-01) and Butler Business Products LLC (22/045KN-02) for the period of 08/17/2022 through 08/16/2023.
8. **Approval of the Contract Award for job no. 22/051MR Modular Buildings and Related Items (JOC) with the following vendors:** Aries Building Systems, LLC (22/051MR-01); E Contractors, LLC (22/051MR-02), and Dura Pier Facilities Services, LTD dba Facilities Sources (22/051MR-03) for the period of 08/17/2022 through 08/16/2023.
9. **Approval of HCDE Interlocal Agreements with:** Freeman Health Systems, Joplin, MO and The Devereux Foundation, Villanova, PA.

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

1. **Ratification of CASE for Kids (revenue) Agreement with the Texas Commission on Environmental Quality (TCEQ) for the period of 09/01/2022 to 08/31/2024** in the amount up to \$58,140 for the Engaging Diverse Communities in the Conservation project in collaboration with Bayou Preservation Association, Bayou Land Conservancy, Armand Bayou Nature Center, and Katy Prairie Conservancy.
2. **Ratification of (revenue) Service Agreement with Stafford MSD in the amount of \$75,000 from 05/09/2022 to 08/31/2022** for business services.

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

- A. **Pursuant to Board Policy FO (Legal), consider approval of the HCDE Schools Division - Student Code of Conduct** for school year 2022-2023.

- B. **Consider selection of Cre8 Architects, Inc. based on demonstrated competence and qualifications for the completion of the HCDE Administration Building Interior Renovation Project pursuant to RFQ #20/043IA for the fair and reasonable price not to exceed \$820,000**, and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the contract. This project will be funded through capital improvement project bond and maintenance notes.
 - C. **Consider approval of Memorandum of Understanding between HCDE and the Education Foundation of Harris County for the Partners in Education Project**, providing \$400,000 for grants, scholarships, and sponsorship activities; the Tools for Teachers Program, providing \$200,000 for educators' supplies; and \$100,000 for the Focal Point Initiative to be used for the purchase of transportation, food, and professional development activities during the term of this MOU.
 - D. **Consider approval to purchase a new truck, 2023 MV607 SBA (MV607) International truck from Santex Truck Center, LTD (HGACBuy Contract No. HT06-20)**, in the total amount of \$98,644 for the Records Management Division.
 - E. **Consider ratification of the continuation/renewal of the contract between Adult Education and Houston-Galveston Area Council in the amount of \$4,650,000** for the provision of the Adult Education and Literacy services in Harris and Liberty counties for the period of 07/01/2022 through 06/30/2023.
 - F. **Consider approval of resolution regarding Child Care Relief Funding Incentives for Head Start staff.** This item is fully funded by Head Start Child Care Relief funds.
 - G. **Consider acceptance of the Notice of Award (NOA) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) for the Head Start Division (06CH011535-03-02) in the amount of \$336,365** for the period of 01/01/2022 through 12/31/2022. (This action awards funds for the cost-of-living adjustment (COLA) and Quality Improvement increases for program operations).
 - H. **Consider approval of estimated reserved fund balances for non-spendable, restricted, committed assigned and unassigned under the Governmental Accounting Standards Board (GASB) 54.** (This is an annual requirement to project HCDE's end-of-the-year fund balance to meet GASB accounting standards. Once the audit is completed, the final fund balances will be reported at the January Board Meeting).
 - I. **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 (4) 2022 Certified Property Values and the submission of the no-new-revenue tax rate and voter-approval tax rate using the certified estimate of taxable value and (5) a plan to adopt tax rate of \$.004800 for Tax Year 2022** in accordance with the Truth in Taxation laws codified in Chapter 26 and amended by the 87th Legislature.
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 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**

A. **Human Resources**

1. Personnel
2. Employee Count

B. **Submission of grant proposal to CenterPoint Energy Foundation in the amount of \$5,000 via the Education Foundation of Harris County** to support CASE for Kids' All-Earth Ecobot Challenge. Requested funds will support a robotics project for 350 students in the 4th-8th-grades.

C. **Submission of grant proposal to Texas Education Agency in the amount of \$1.5 million to support CASE for Kids' 21st Century Community Learning Centers Grant, Cycle 10** Year 5 continuation application. Requested funds will provide academic and enrichment services for 975 students and 400 family members.

D. **Submission of grant proposal to Texas Education Agency in the amount of \$1.7 million to support CASE for Kids' 21st Century Community Learning Centers** Cycle 11, Year 2 continuation application. Requested funds will provide academic and enrichment services for 1,046 students and 400 family members.

E. **A school district that enters into a purchasing contract valued at \$25,000 or more under Education Code 44.031(a) (5) (interlocal contract), under Local Government Code Chapter 271, Subchapter F** (cooperative purchasing program), or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract.

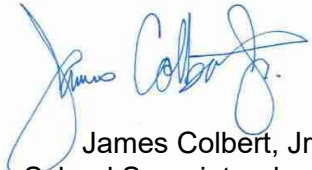
The amount, purpose, and disposition of any fee described above must be presented in a written report and submitted annually in an open meeting of the board. The written report must appear as an agenda item.

HCDE paid fees to the Cooperative purchasing programs listed below; the cooperative, the fees, and the purpose and disposition of the fees are listed below.

Texas Comptroller of Public Accounts (TPASS) \$100 Annual Membership Fee

This is a presentation only; no action is necessary.

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, September 21, 2022, at 1:00 p.m.


James Colbert, Jr.
County School Superintendent