

**Harris County Department of Education
Minutes of Regular Board Meeting
December 14, 2022**

The Harris County Board of School Trustees met in regular session on December 14, 2022, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Richard Cantu, Board President, called the meeting to order at 1:12 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: Richard Cantu, Board President; Andrea Duhon, Board First Vice President; Amy Hinojosa, Board Second Vice President; Danny Norris; Eric Dick; and Erica Davis

Board Members Absent: David Brown

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; Julia Andrews, Director Center for Safe and Secure Schools; Venetia Baldwin, Executive Assistant Board of Trustees; Danielle Bartz, Chief of Staff; Cindy Brunswick, Senior Director Center for Educator Success; Joe Carreon, Director Construction; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Jeff Drury, Director Choice Partners Cooperative; Dave Einsel, Director Communications and Creative Services; Travita Godfrey, Principal Fortis Academy; Chris Hoesel, Interim Director Information Technology; Kendra Jackson, Director Purchasing; Victor Keys, Principal Academic Behavior School West; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director of Schools; Venetia Peacock, Senior Director Head Start; Linda Fehoko on behalf of Stephanie Ross, Senior Director Adult Education; Cindy Tan, Education Foundation Community Development Director; Donna Trevino-Jones, Principal Academic Behavior School East; Natasha Truitt, Executive Director Human Resources; Rich Vela, Executive Director Facilities

Visitors: None

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1. **Invocation** - Keanda Fuller, CASE for Kids
2. **Pledge of Allegiance to the US flag** - Jimi Morales, CASE for Kids
3. **Pledge of Allegiance to the Texas flag** - Jimi Morales, CASE for Kids
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.

No one from the public requested to speak during the open forum portion of the meeting.

5. **REPORTS AND PRESENTATIONS**

- A. **Employee of the Month** - Natasha Truitt, Executive Director of Human Resources

Natasha Truitt introduced the December 2022 HCDE Employee of the Month, Vanessa Ausley, Bus Driver at Academic and Behavior School East. HCDE Communications showed a brief video about Ms. Ausley's role and impact.

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

Superintendent Colbert and Trustee Duhon attended the Bates Collision/Head Start Responsible Parenting Award in Baytown, TX, where a deserving Head Start parent received a refurbished vehicle with gifts for her children. The next award ceremony is Thursday, December 15, 2023, at 10 a.m. in Channelview, TX. Bates Collision has been hosting the Responsible Parenting Award for the past 24 years, providing 43 cars to deserving Head Start parents.

Mr. Colbert expressed his gratitude for serving as Superintendent of HCDE, allowing him to fulfill his professional dreams of advocating for children, and wished everyone a happy holiday.

- C. **Annual Division Update** - Dr. Lisa Caruthers, Senior Director of CASE for Kids

Trustee Duhon exited the room at 1:42 p.m. and returned at 1:45 p.m.

- 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.

Trustee Hinojosa participated in the annual Pasadena ISD Prize Parade, held on Tuesday, December 13, 2022. The event distributes grant money to teachers at Pasadena ISD schools. The grants, requested by teachers, provide additional funding for classroom projects and learning tools. Trustee Hinojosa showed a video of her and other participants distributing oversized checks—in a parade drumline formation—to award recipients.

Trustee Davis will disseminate information to the Board soon regarding an NRG Holiday Toy Drive for children in HCDE's districts.

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E. Report of Board Committees - Committee Chairs

There were no reports.

F. Monthly Financial Reports through 11/30/2022 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Trustee Dick exited the room at 2:01 p.m. and returned at 2:02 p.m.

HCDE Administration requested to revise item D.1., noting that the vendor should be WEX Bank and not WES, Inc. for 23/005SG-02.

Motion made by Eric Dick, seconded by Andrea Duhon, to approve all items under the consensus agenda, including revised item D.1.

Motion passes with 6-0 voting to approve all items under the consensus agenda, including revised item D.1.

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 November 2022

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

1. 11/16/2022 Board Meeting
2. 11/16/2022 Called Board Meeting

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

1. **Approval of Interlocal (revenue) contract Amendment #1 for FY23 contract and for FY 2023 contracts for Highpoint School East in the aggregate amount of \$683,100 with the following districts:** Spring Branch ISD to increase the original amount of \$62,100 by \$20,700 for two (2) additional in-county units (\$10,350 each) for a total of \$82,800 for the contract period of 08/22/2022 through 06/05/2023; Humble ISD to increase the original amount of \$351,900 by \$62,100 for six (6) additional in-county units (\$10,350 each) for a total of \$414,000 for the contract period of 08/22/2022 through 06/05/2023; and FY 2023 Goose Creek CISD for eighteen (18) in-county annual contracts in the amount of \$186,300 (\$10,350 each) for the contract period of 08/22/2022 through 06/05/2023.

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2. **Ratification of Interlocal (revenue) contract for FY 2023 for Therapy Services in the aggregate amount of \$1,960 with School-Based Therapy Services and the following entity: The Varnett Public School (2 students served in FY22) in the amount of \$1,960.**
 3. **Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$21,775 with Academic and Behavior School East with the following district: Sheldon ISD for one (1) in-county monthly contract in the amount of \$21,775 (\$3,350 each) for the contract period of 11/14/2022 through 06/05/2023.**
 4. **Approval of Interlocal (revenue) contract for FY 2022 and FY 2023 in the aggregate amount of \$325,075 with Academic and Behavior School West with the following districts: FY22 Fort Bend ISD to increase the original ESY contract by \$1,672 for Bus Aide services (\$19 an hour) for a total of \$87,090 for the contract period of 06/7/22 through 07/14/2022; Katy ISD to increase the original amount of \$129,810 by \$21,635 for one (1) additional in-county unit (\$21,635 each) for a total of \$151,445; Spring Branch ISD for three (3) in-county annual contracts in the amount of \$64,905 (\$21,635 each); Stafford MSD for one (1) in-county contract in the amount of \$21,635 (\$21,635 each) for the contract period of 08/22/2022 through 06/05/2023.**
 5. **Ratification of Interlocal (expenditure) contract for FY23 CASE for Kids Partnership grant with Houston Independent School District in the aggregate amount of \$254,050 (1,665 students served).**
 6. **Ratification of Interlocal (expenditure) contract for FY23 CASE for Kids Partnership grant with Frazier Elementary (Pasadena ISD) in the aggregate amount of \$27,300 (40 students served).**
 7. **Ratification of Interlocal (expenditure) contract for FY 2022 CASE for Kids Project CASE Debates in the aggregate amount of \$28,000 with the following entities: Alief ISD in the amount of \$20,000; Pasadena ISD in the amount of \$8,000 (a maximum of 168 students served).**
 8. **Ratification of Interlocal (expenditure) contract for FY22 CASE for Kids Partnership grant with Academy of Accelerated Learning (Charter) in the aggregate amount of \$80,000 (225 students served).**
 9. **Approval of Interlocal (expenditure) agreement for Adult Education with Lee College-Huntsville for the provision of vocational certification programs and integrated basic education training in the amount not to exceed \$30,000 for the period of 10/04/2022 through 06/30/2023.**
- D. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for job no. 23/005SG for Fuel Card Monitoring GPS and Related Items with the following vendors: WEX Bank 23/005SG-01 and WEX, Inc. 23/005SG-02 from 12/14/2022 through 12/13/2023.**
*This item was approved with revised language as follows: **Contract Award for job no. 23/005SG for Fuel Card Monitoring GPS and Related Items with the following***

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vendors: WEX Bank 23/005SG-01 and WEX Bank23/005SG-02 from 12/14/2022 through 12/13/2023.

2. **Approval of HCDE Interlocal Agreements with:** Region 10 Education Service Center, Richardson, Texas; Region 18 Education Service Center, Midland, Texas; Goliad Independent School District, Goliad, Texas; Great Hearts Academies Texas, San Antonio, Texas; Henderson Independent School District, Henderson, Texas; Houston Classical Charter School, Houston, Texas; Jackson, County, Edna, Texas, and Skidmore-Tynan Independent School District, Skidmore, Texas.

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

1. **Approval of Contract Award for RFP #23/008EJ Advisors, Coaches, Consultants, Counselors, Speakers and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Ann Marie Harbour; Bethany Webster; Cady Studios, LLC; Charmette Jones dba Shamelessly Saved Productions; Crisis Prevention Institute, Inc.; Darlene Breaux dba Insight Ed; Dr. Mary E. White International, LLC; FLN Management and Consulting; Guy Wallace; Heather Foster; Houston Institute of Global Health; Jennifer Hatchett Stover dba Counseling In Color; Jessica Faith Carter dba J.F. Carter Solutions, LLC; Maisabelita D. Tuliao dba EDU Solutions LLC; Medi Lab Career Institute; NaviGate360, LLC; Patricia E. Adams dba HIP Healthy Innovative Processes; Queinnise Miller dba Queinnise, LLC; Sherita Flowers dba Integrated Health Solutions; Ulysee Global LLC; and William Sherer for the period of 01/01/2023 through 12/31/2027.

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

1. **Approval of Services Agreement for HCDE Revenue with Spring ISD and the Center for Safe and Secure Schools Division** for Restorative Practices Implementation, System Audit and Coaching Sessions from 11/01/2022 through 05/31/2023 in an amount not to exceed \$87,500 (15 campuses served).

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

1. **Approval to purchase Microsoft campus license agreement(s) from CDW Government (job no. 21/031KN-13) in the amount of \$276,038.**

Motion made by Danny Norris, seconded by Eric Dick, to approve the purchase of Microsoft campus license agreement(s) from CDW Government (job no. 21/031KN-13) in the amount of \$276,038.

Motion passes with 6-0 voting to approve.

2. **Approval to amend CH Local FY 2023 list to add job number 22/041KN to Datavox Business Communications.**

Motion made by Danny Norris, seconded by Andrea Duhon, to amend CH Local FY 2023 list to add job number 22/041KN to Datavox Business Communications.

Motion passes with 6-0 voting to approve.

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3. **Consider award of CSP 22/059EJ for Barrett Station Early Head Start Center Site Work and Utilities Project to Nash Industries, Inc., in the amount of \$782,500, including the base bid, and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract with Nash Industries, Inc.**

Motion made by Danny Norris, seconded by Andrea Duhon, to award CSP 22/059EJ for Barrett Station Early Head Start Center Site Work and Utilities Project to Nash Industries, Inc., in the amount of \$782,500, including the base bid, and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract with Nash Industries, Inc.

Motion passes with 6-0 voting to award.

4. **Consider award of CSP 23/0111A for the Coolwood Head Start Site Work and Utilities Project to Geofill Construction in the amount of \$7,730,000 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract with Geofill Construction.**

Motion made by Danny Norris, seconded by Andrea Duhon, to award CSP 23/0111A for the Coolwood Head Start Site Work and Utilities Project to Geofill Material Technologies, LLC in the amount of \$7,730,000 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract to Geofill Material Technologies, LLC.

Motion passes with 6-0 voting to award.

5. **Approval of Interlocal Agreement between Harris County and HCDE for Barrett Station Head Start lease. (This agreement is in accordance with GC 791.)**

Motion made by Andrea Duhon, seconded by Danny Norris, to approve Interlocal Agreement between Harris County and HCDE for Barrett Station Head Start lease. (This agreement is in accordance with GC 791.)

Motion passes with 6-0 voting to approve.

6. **Approval of a perpetual blanket easement to CenterPoint Energy Houston Electric, LLC, for electric distribution and related communication facilities.**

Motion made by Danny Norris, seconded by Amy Hinojosa, to approve a perpetual blanket easement to CenterPoint Energy Houston Electric, LLC, for electric distribution and related communication facilities.

Motion passes with 6-0 voting to approve.

7. **Adoption of resolution concerning emergency administrative leave with pay in accordance with Policy DEA (Local) associated with CenterPoint Energy's electricity outage affecting HCDE's Administration Building on 11/10/2022.**

Motion made by Danny Norris, seconded by Andrea Duhon, to adopt resolution concerning emergency administrative leave with pay in accordance with Policy DEA (Local) associated with CenterPoint Energy's electricity outage affecting HCDE's

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Administration Building on 11/10/2022.

Motion passes with 6-0 voting to adopt.

The Board entered into Executive Session at 2:20 p.m. Trustee Hinojosa exited the room at 2:20 p.m. and did not return.

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, including, but not limited to, Superintendent's evaluation and contract.
 - B. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.
 - C. **Deliberate** pending litigation matters involving HCDE and obtain legal advice regarding same.

The Board entered into Open Session at 3:37 p.m.

9. **RECONVENE** for possible action on items discussed in executive session
10. **Possible action regarding Superintendent's contract**

Motion made by Danny Norris, seconded by Erica Davis, to approve the Eighth Amendment to the Superintendent's employment contract as discussed in executive session.

Motion passes with 5-0 voting to approve.

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

No board member requested any future agenda items.

12. **INFORMATION ITEMS**

- A. **Human Resources**

1. Personnel
2. Employee Count

- B. **Approval of Interlocal (revenue) contract with Avance-Houston** and the Center for Safe and Secure Schools Division for Safety Audits from 11/01/2022 through 06/30/2023 in an amount not to exceed \$12,674, servicing 11 sites in one phase.

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- C. **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 collaborators as part of our Houston-Galveston Area Council contract.

 - D. **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 collaborators as part of our Houston-Galveston Area Council contract.

 - E. **Submission of grant proposal to Henderson 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 competition for 350 students in 4th-8th grades.

 - F. **In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a product request to H-E-B to support the 37th Annual R.T. Garcia Early Childhood Winter Conference** scheduled for Saturday, January 28, 2023. The conference is organized by HCDE's Center for Educator Success and will serve approximately 1,000 teachers and staff.
13. **ADJOURN** - Next regular meeting is scheduled for Wednesday, January 18, 2023, at 1:00 p.m.


Motion made by Eric Dick, seconded by Danny Norris, to adjourn.

Motion passes with 5-0 voting to adjourn the meeting.

The meeting adjourned at 3:39 p.m.



Richard Cantu
Board President



Andrea Duhon
Board First Vice President