

**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 **19th day of January 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 77022. 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  
January 19, 2022  
Agenda of Regular Meeting**

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A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held January 19, 2022, beginning at 1:00 p.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston, Texas 77022.

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** - Dr. Chaney Williams-Ledet, Educator Certification & Advancement
2. **Pledge of Allegiance to the US flag** - Jonett Miniell, Educator Certification & Advancement
3. **Pledge of Allegiance to the Texas flag** - Jonett Miniell, Educator Certification & Advancement
4. **Public Hearing on the Annual Financial Management Report for FY 2021**
5. **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.
6. **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 Educator Certification & Advancement** - Dr. Shelley McKinley, Curriculum & Compliance Officer
  - 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.
  - E. **Report of Board Committees** - Committee Chairs
  - F. **Monthly Financial Reports through 12/31/2021** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- G. **Presentation of 2022 Texas Association of School Business Officials (TASBO) Award of Merit for Purchasing Operations** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.

7. **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 December 2021

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

- 1. 12/08/2021 Board Meeting

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

- 1. **Approval 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 (06CH011535-03-00) in the amount of \$6,187,598 for the period of 01/01/2022 through 12/31/2022.

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

- 1. **Approval of the Contract Award for job no. 22/015MR for Mechanical, Electrical and Plumbing MEP (JOC) and Related Items with the following vendors:** B.K. Mechanical Services, Inc. (#22/015MR-01); Correct Electric, Inc. (#22/015MR-02), and Neutex Advanced Energy Group, Inc. dba Neutex Lighting (#22/015MR-03) from 01/19/2022 through 01/18/2023.
- 2. **Approval of HCDE Interlocal Agreement with:** Iowa Park CISD, Iowa Park, Texas.

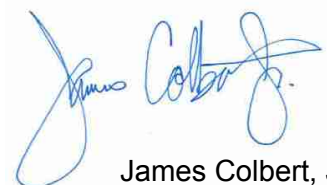
- E. Consider approval of the following items for Internal Purchasing:

- 1. **Approval of Contract Award for job no. 22/012IA for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** A Better Day Foundation, LLC; Abelitoart Appreciation (Abel Garza); American Robotics Academy (Animation Station, Inc.); Bake With Confidence; Black Rocket; Black United Fund of Texas; Challenge Island (Aryaah LLC); Choice Nation Academy; Community Family Centers; Comp-U-Dopt; Creativity Shell (EZ Kids Creativity Shell); EdTech Games; Girls Inc. of Greater Houston; I Adore Cheer; Imagiread (Imagiread Consulting Services LLC); iMar Learning Solutions LLC ; Seedlyng Financial Education); Intertwined; Jon-Carlo Canezo; Language Kids Houston, LLC; Levy's Tutorial and Enrichment Center (Mary Baumann); Mad Science of Houston (Little Scientists Inc.); Mosley School of Oratory; National Inventors Hall of Fame; NO EGO APPAREL (NO EGO INC); Planting Seeds Tutoring & Test Prep; Pretty Smart Foundation; Quest Learning Institute; Safe Place Outreach; South Region Driving School LLC; The PRYDE Foundation; Writers in the Schools; Yawp Records LLC; and Young Audiences, Inc. of Houston for the period 02/01/2022 through 01/31/2027.

8. **ACTION ITEMS - NON-CONSENSUS**

1. **Consider approval of the 2020-2021 Annual Financial Audit (including required annual single audit report);** the fund balance categories and amounts as presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.
2. **Consider approval of Service Agreement with HTS, Inc. Consultants (RFQ 19/049YR) for Construction Materials Testing Services** for the Adult Education Center in the amount of \$98,069 for the period of 01/19/2022 through 08/31/2022.
3. **Consider approval of an amendment to the Trust Agreement for the Harris County Department of Education Public Facility Corporation Lease Revenue Refunding Bonds, Series 2014,** directing the reduction of a HP East Property as guaranty to the Bonds; and Containing Other Matters Related Thereto.
9. **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.
10. **RECONVENE** for possible action on items discussed in executive session
11. **Discussion and possible action regarding future agenda items**
12. **INFORMATION ITEMS**
  - A. **Human Resources**
    1. Personnel
    2. Employee Count
  - B. **In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a donation request to H-E-B** to support the Teaching and Learning Center's 36<sup>th</sup> Annual R.T. Garcia Early Childhood Winter Conference scheduled virtually for Saturday, January 29, 2022.
  - C. **Center for Grants Development submitted a proposal request of \$1,000 to Gardening Know How** to support Academic and Behavior School West's (Schools Division) gardening program.
  - D. **Center for Grants Development submitted a proposal request of \$1,000 for the 2022 Youth Gardening Grant program** to support Academic and Behavior School West's (Schools Division) gardening program.

- E. **Submission of grant proposal to ExpandedED Schools/Every Hour Counts in the amount of \$58,348 for the Middle School Social Emotional Learning (SEL) Initiative.** The program will build capacity of teachers and community educators to address SEL needs of students at four campuses in Alief, Humble and Galena Park ISDs. The program will train 32 teachers, over 100 community educators, and serve up to 240 students.
- F. **Submission of a \$5,000 grant request to the National Head Start Association** to support HCDE Area I Head Start on Healthy Living Garden Project at its Tidwell campus. Funding would benefit 28 unduplicated students and families.
- G. **Submission of a \$2,500 grant request to the American Heart Association** to support HCDE Area I Head Start on Healthy Living Garden Project. Funding would benefit 1,000 unduplicated students and families.
- H. **Submission of bid proposal to Houston ISD, RFP #21-06-04, Leadership, Teacher and Staff Development on behalf of the Teaching and Learning Center, Educator Certification & Advancement, and the Center for Safe and Secure Schools.** Proposed services include leadership cohorts and district models; leadership workshops; professional development in academic content areas and effective practices; and Restorative Practices training.
- I. **Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program:** CASE for Kids MOU to certify afterschool investments of public funds through collaboration with Boys and Girls Club of Greater Houston for 02/24/2022 to 09/30/2022.
- J. **Expenditure Interlocal contracts less than \$75,000**
- Between CASE and Goose Creek ISD, CASE for Kids Debates, \$4,000
  - Between CASE and Spring ISD, CASE for Kids Debates, \$8,000
  - Between CASE and Spring Branch ISD, CASE for Kids Debates, \$8,000
- K. **Revenue contracts less than \$75,000 (Cumulative total \$70,525)**
- Between Schools Division and Tomball ISD, Annual Student Contracts, \$21,315
  - Between Schools Division and YES Prep, Annual Student Contracts, \$41,210
  - Between Teaching Learning Center and Sheldon ISD, Instruction Design, \$8,000
- L. **Non-monetary contracts for FY 2022**
- Between Adult Education and BakerRipley - Location for Adult Education Literacy Services
  - Between Adult Education and SEIU - Location for Adult Education Literacy Services
13. **ADJOURN** - Next regular meeting is scheduled for Wednesday, February 23, 2022, at 1:00 p.m.



James Colbert, Jr.  
County School Superintendent