

**Harris County Department of Education
Minutes of Regular Board Meeting
June 22, 2022**

The Harris County Board of School Trustees met in regular session on June 22, 2022, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Richard Cantu, Board President, called the meeting to order at 1:02 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, First Vice President; David Brown; Erica Davis; Eric Dick and Danny Norris

Board Members Absent: Amy Hinojosa

Board Attorney: Ellen Spalding

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; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Carie Crabb, Senior Director School-Related Therapy Services; Stephanie De Los Santos, Director Client Engagement; Jeff Drury, Director Choice Partners Cooperative; Dave Einsel, Director Communications and Creative Services; Kendra Jackson, Director Purchasing; Victor Keys, Principal Academic Behavior School West; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director of Schools; Natasha Truitt, Executive Director Human Resources; Rich Vela, Executive Director Facilities

Visitors: None

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1. **Invocation** - Andrey Cuellar, Marketing & Client Engagement
2. **Pledge of Allegiance to the US flag** - Kelly Durney, Choice Partners Cooperative
3. **Pledge of Allegiance to the Texas flag** - Kelly Durney, Choice Partners Cooperative
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. **Superintendent Monthly Report** - James Colbert, Jr.

Superintendent Colbert announced he has been traveling a lot and has recently returned from the 2022 Association of Recovery in Higher Education Conference (June 13-15) in Richmond, VA, where he gave a presentation with Mr. Jonathan Parker and Ms. Travita Godfrey. The event allowed other schools to become familiar with Fortis Academy's program, a standard for sobriety high schools in the United States.

Mr. Colbert also attended the Texas Association of School Administrators (TASA) / Texas Association of School Boards (TASB) Summer Leadership Institute (June 15-18) in San Antonio, TX, with the Board of Trustees.

Mr. Colbert also mentioned that the Board Retreat took place June 3-4, 2022 at the Hilton Houston NASA Clear Lake.

Superintendent Colbert reminded the Board that a Budget Workshop will take place on June 28, 2022. Dr. Amezcua, who will host the meeting, provided Board members with a binder of financial materials in preparation for the workshop.

Mr. Colbert announced that the last distribution of HCDE mailers will be sent to 400,000 households in Harris County. This mailer highlights summer events that have occurred at HCDE, the services it provides and the value it brings through tax dollars.

B. **Annual Division Update on Communications & Client Engagement** - Danielle Clark, Chief Communications Officer

C. **Annual Division Update on Choice Partners Cooperative** - Jeff Drury, Senior Director

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.

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Trustee Norris recommended HCDE's application to the Harris County Disparity Study Fund. The study was developed by Harris County Commissioners Rodney Ellis and Adrian Garcia to help various entities implement a Minority- and Women-Owned Business Enterprise (MWBE) program. A Called Board Meeting, at the request of the Board President, is necessary to consider this request. Trustee Cantu agreed to a Called Board Meeting and a notice will be sent soon.

Trustee Duhon requested a future debrief with the Board regarding information learned at the 2022 TASA TASB Summer Leadership Institute held in San Antonio, TX.

Trustee Duhon commended the HCDE Director of the Center for Safe and Secure Schools, Julia Andrews, for participating in a recent Cy-Fair Town Hall on gun safety hosted by Texas State Representative Jon Rosenthal (District 135).

Trustee Cantu shared his thoughts regarding his focus for HCDE during his year as Board President. Mr. Cantu suggested that HCDE build community partnerships and leverage resources—with the help of the Director of Client Engagement, Stephanie De Los Santos. Trustee Cantu intends to build an HCDE/community dialogue focused on school safety and student/teacher mental health awareness program and wants HCDE to take the lead in establishing this initiative.

President Cantu also plans to relieve the burden of administrative responsibilities from HCDE counselors, so they have more time to meet with students—beginning with those who are truant and have behavior or academic issues—to determine their needs.

E. Report of Board Committees - Committee Chairs

There were no reports.

Andrea Duhon exited the room at 2:09 p.m. and returned at 2:12 p.m.

Eric Dick exited the room at 2:12 p.m. and returned at 2:14 p.m.

F. Monthly Financial Reports through 05/31/2022 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Trustee Cantu stated that Item G.2. was pulled from the Consensus Agenda by Administration and would not be considered at this meeting.

Motion made by Danny Norris, seconded by Andrea Duhon, to approve all remaining items under the consensus agenda.

Motion passes with 6-0 voting to approve all items under the consensus agenda with the exception of Item G.2.

6. ACTION ITEMS - CONSENSUS

A. Consider ratification/approval of the following Business Services items:

1. Disbursement Report

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2. Budget Amendment Report
3. Monthly Investment Report for May 2022
- B. Consider approval of the following Board Meeting Minutes:
 1. 05/18/2022 Board Meeting
 2. 06/04/2022 Board Workshop Retreat Meeting
- C. Consider ratification/approval of the following grant awards:
 1. **Approval for acceptance of the grant awards from the Dollar General Literacy Foundation Summer Grant Program** to support Academic and Behavior School East and West for the Summer Reading Program in the amount of \$2,900.
- D. Consider ratification/approval of the following grant proposals:
 1. **Approval to submit a Carryover 1303.44 Application to the Department of Health and Human Services (HHS) to carry forward \$1,829,348 of unobligated funds for Head Start/Early Head Start Expansion grant.** The previous grant ended on 08/31/2021. This request is to extend funds through 08/31/2022 once the grant is authorized by Health and Human Services (HHS).
- E. Consider ratification/approval of the following Interlocal Contracts:
 1. **Ratification of Interlocal (revenue) contract with Houston Community College for Records Management Services** in the amount of \$25,000 for the period of 08/31/2021 through 08/31/2022.
 2. **Approval of Interlocal (revenue) contract with Deer Park ISD and the Center for Safe and Secure Schools Division for Safety Audits** from 09/01/2022 through 06/30/2023 in an amount not to exceed \$21,516, servicing 17 sites in two phases.
 3. **Approval of Interlocal (revenue) contract with Channelview ISD and the Center for Safe and Secure Schools Division for Safety Audits** from 09/01/2022 through 06/30/2023 in an amount not to exceed \$26,954, servicing 17 sites in one phase.
 4. **Approval of Interlocal (revenue) contracts for FY 2023 for Therapy Services in the aggregate amount of \$50,240 with School-Based Therapy Services and the following districts:** Anahuac ISD (16 students served in FY21) in the amount of \$8,100; Brazos ISD (7 students served in FY21) in the amount of \$19,600; Galena Park ISD (2 students served in FY21) in the amount of \$4,410; Pasadena ISD (10 students served in FY21) in the amount of \$18,130.

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5. **Approval of Interlocal (revenue) contract for FY 2023 for Therapy Services in the aggregate amount of \$2,866,945 with School-Based Therapy Services and the following district:** Katy ISD (1478 students served in FY21) in the amount of \$2,866,945.
 6. **Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$375,750 with Academic and Behavior School West** with the following districts: Conroe ISD for ten (10) out-of-county annual contracts in the amount of \$250,500 (\$25,050 each); Brenham ISD for five (5) out-of-county annual contracts in the amount of \$125,250 (\$25,050 each) for the contract period of 08/22/2022 through 06/05/2023.
 7. **Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$294,915 with Academic and Behavior School East with the following districts:** Channelview ISD for five (5) in-county annual contracts in the amount of \$108,175 (\$21,635 each); Crosby ISD for four (4) in-county annual contracts in the amount of \$86,540 (\$21,635 each); Barbers Hill ISD for two (2) out-of-county annual contracts in the amount of \$50,100 (\$25,050 each); Liberty ISD for two (2) out-of-county annual contracts in the amount of \$50,100 (\$25,050 each) for the contract period of 08/22/2022 through 06/05/2023.
 8. **Ratification and approval of Interlocal (revenue) contracts for FY 2022 and FY 2023 in the aggregate amount of \$46,162 with Academic and Behavior School East with the following districts:** Tarkington ISD for one (1) out-of-county FY23 annual contract in the amount of \$25,050 (\$25,050 each) for the contract period of 08/22/2022 through 06/05/2023; Pearland ISD for four (4) in-county FY22 ESY contracts in the amount of \$21,112 (\$5,806 each) for the contract period of 06/07/2022 through 07/14/2022.
 9. **Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$93,150 with Highpoint School East with the following district:** Deer Park ISD for nine (9) in-county annual contracts in the amount of \$93,150 (\$10,350 each) for the period of 08/22/2022 through 06/05/2023.
 10. **Ratification of Interlocal (revenue) contract with Anahuac Independent School District for Records Management Services** in the amount of \$1,200 for the period of September 2021 through August 2022.
 11. **Ratification of Interlocal (non-monetary) contract with Katy Independent School District** for the provision of the General Education Development (GED), Adult Basic Education (ABE) and English as a Second Language (ESL) classes for the period of 05/17/2022 through 06/30/2023.
- F. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for Choice Partners job no. 22/036TP for Commercial Food Distributor with the following vendors:** Gordon Food Service, Inc (22/036TP-01) and Labatt Food Service, LLC (22/036TP-02) for the period of 08/01/2022 through

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07/31/2023.

2. **Approval of the Contract Award for Choice Partners job no. 22/037TP for Chemical Products and Services for Foodservice with the following vendors:** Armstrong Repair Center, Inc. (22/037TP-01); Auto-Chlor Services, LLC. (22/037TP-02); Ecolab Inc. (22/037TP-03); Seatex, LLC. (22/037TP-04); and PortionPac Chemical Corporation dba SFSPac (22/037TP-05) for the period of 08/01/2022 through 07/31/2023.
3. **Approval of HCDE Interlocal Agreements with:** Alma College, Alma, Michigan; Calvin University, Grand Rapids, Michigan; City of Ardmore, Ardmore, Oklahoma; Covenant with Christ dba Trinity River Food Bank, Cleveland, Texas; Crandall Independent School District, Crandall, Texas; Johnson County, Mountain City, TN; Lone Star College System District, The Woodlands, Texas; New River Community and Technical College (NRCTC), Beaver, West Virginia; Region 14 Education Service Center, Abilene, Texas; Thrall Independent School District, Thrall, Texas.

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

1. **Approval to increase the allowable maximum contract amount under CH Local FY 2022** for SOA FIN 1st, (job # 20/019KJ), (original amount \$75,000), requesting new total amount of \$150,000 (increase of \$75,000), and Harris County Appraisal District, (Per Texas Law/Linebarger) (original amount of \$185,000), requesting new total amount of \$235,000 (increase of \$50,000).
2. **Approval of Contract Award for job no. 22/013DR-03 for Local Food and Catering Services** to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Demeris Barbecue, Potbelly Sandwich Works, LLC, and Raising Cane's Restaurants, LLC for the period of 07/01/2022 through 06/30/2027.

Agenda item G.2. was pulled from the agenda by Administration. No action taken on agenda item G.2.

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

- A. **Approval of an order to increase the Over 65 and Disabled Homestead Exemption** from \$229,000 to \$250,000 for Tax Year 2022.

Motion made by Danny Norris, seconded by Andrea Duhon, to approve the order to increase the Over 65 and Disabled Homestead Exemption from \$229,000 to \$250,000 for Tax Year 2022.

Motion passes with 6-0 voting to approve.

- B. **Approval of purchase from CDW-G (job no. 22/010KN), Datavox (job no. 18/056KD-18), and Bluum (job no. 21/031KN-64), in the amount of \$150,860,** for technology equipment for the newly constructed Highpoint East Middle School.

Motion made by Andrea Duhon, seconded by Eric Dick, to approve the purchase from CDW-G

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(job no. 22/010KN), Datavox (job no. 18/056KD-18), and Bluum (job no. 21/031KN-64), in the amount of \$150,860, for technology equipment for the newly constructed Highpoint East Middle School.

Motion passes with 6-0 voting to approve.

- C. **Approval of purchase from CDW-G (job no. 22/010KN), Datavox (job no. 18/056KD-18), Bluum (job no. 21/031KN-64) and Timeclock Plus, LLC (National Cooperative Purchasing Alliance contract #11-27), in the amount of \$353,991, for the purchase of technology equipment for the newly constructed Adult Education Center.**

Motion made by Andrea Duhon, seconded by Danny Norris, to approve the purchase from CDW-G (job no. 22/010KN), Datavox (job no. 18/056KD-18), Bluum (job no. 21/031KN-64) and Timeclock Plus, LLC (National Cooperative Purchasing Alliance contract #11-27), in the amount of \$353,991, for the purchase of technology equipment for the newly constructed Adult Education Center.

Motion passes with 6-0 voting to approve.

- D. **Approval to purchase 22 AETouch 75" Interactive Flat Panels, IFPD Pens, Android OS, Oktopus Whiteboarding and the Software Licenses from AE Touch Technologies (RFP #22/028EJ) in the amount of \$121,508 for the Head Start campuses.**

Motion made by David Brown, seconded by Andrea Duhon, to approve the purchase of 22 AETouch 75" Interactive Flat Panels, IFPD Pens, Android OS, Oktopus Whiteboarding and the Software Licenses from AE Touch Technologies (RFP #22/028EJ) in the amount of \$121,508 for the Head Start campuses.

Motion passes with 6-0 voting to approve.

- E. **Approval of contract with Tesco Learning Environments (19/033MJ-19) in the amount of \$924,364, for the purchase of the furniture, fixture, and equipment for the newly constructed Adult Education Center.**

Motion made by David Brown, seconded by Andrea Duhon, to approve the contract with Tesco Learning Environments (19/033MJ-19) in the amount of \$924,364, for the purchase of the furniture, fixture, and equipment for the newly constructed Adult Education Center.

Motion passes with 6-0 voting to approve.

- F. **Approval of purchase from Tesco Learning Environments (19/033MJ-19) in the amount of \$226,978, for the furniture, fixture, and equipment, for the newly constructed Highpoint East Middle School.**

Motion made by Andrea Duhon, seconded by Danny Norris, to approve the purchase from Tesco Learning Environments (19/033MJ-19) in the amount of \$226,978, for the furniture, fixture, and equipment, for the newly constructed Highpoint East Middle School.

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Motion passes with 6-0 voting to approve.

- G. **Approval of Change Order to increase the Project budget stated in the Architect's Contract with Cre8 Architects (resulting in increase of \$105,268 in architectural fees)** for the Highpoint East Middle Project due to increased construction cost. A budget amendment was approved at the March 30, 2022 PFC Meeting.

Motion made by Danny Norris, seconded by Andrea Duhon, to increase the Project budget stated in the Architect's Contract with Cre8 Architects (resulting in increase of \$105,268 in architectural fees) for the Highpoint East Middle Project due to increased construction cost. A budget amendment was approved at the March 30, 2022 PFC Meeting.

Motion passes with 6-0 voting to approve.

- H. **Approval of twenty-four (24) new FTE positions to be included in the FY 22-23 Proposed Budget** in order to recruit and fill positions for our schools and divisions prior to the start of the school year. (Positions are included in the FY 22-23 Proposed Budget)

Motion made by Andrea Duhon, seconded by David Brown, to approve twenty-four (24) new FTE positions to be included in the FY 22-23 Proposed Budget in order to recruit and fill positions for our schools and divisions prior to the start of the school year. (Positions are included in the FY 22-23 Proposed Budget)

Motion passes with 6-0 voting to approve.

- I. **Election of a Board delegate and an alternate to the 2022 TASB Delegate Assembly**

Motion made by Andrea Duhon, seconded by Eric Dick, to elect Danny Norris as a Board delegate and Erica Davis as an alternate to the 2022 TASB Delegate Assembly.

Motion passes with 6-0 voting to elect.

There was no Executive Session.

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**

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11. **INFORMATION ITEMS**

A. **Human Resources**

1. Personnel
2. Employee Count

B. **The CASE for Kids Division announced the County Connections Youth Summer Initiative 2022 awards to not-for-profit organizations funded by Harris County.**

Forty-nine 501c3 nonprofit organizations were awarded a total of \$1,096,925 to provide programming in four Harris County Commissioner Precincts from 06/06/2022 to 08/26/2022.

C. **Submission of bid proposal to Spring ISD, RFP #22-023, on behalf of the Center for Educator Success and the Center for Safe and Secure Schools.** Proposed services will provide professional development services in academic content areas, leadership development, social emotional learning and school safety.

D. **Submission of bid proposal to Pasadena ISD, RFP # 22R-025TM, Staff Development Services, on behalf of the Center for Educator Success and the Center for Safe and Secure Schools.** Proposed services will provide staff development services in academic content areas, leadership development, school safety and social emotional learning.

E. **Submission of a \$1,000 grant request to Babies in Baytown to support the Early Head Start – Child Care Partnership’s “If You’re Happy and You Know It, Meet Me in the Park” event** during National Mental Health Awareness Month in May 2023. Funding would benefit 100 students and their families.

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, July 20, 2022, at 1:00 p.m.

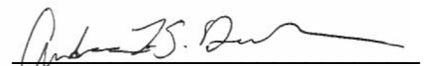
Motion made by David Brown, seconded by Eric Dick, to adjourn.

Motion passes with 6-0 voting to adjourn the meeting.

The meeting adjourned at 2:34 p.m.



Richard Cantu
Board President



Andrea Duhon
Board First Vice President