

**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 **16th day of November 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
November 16, 2022
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held November 16, 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** - Dr. Akua Obeng, Research and Evaluation Institute
2. **Pledge of Allegiance to the US flag** - Gil Gaona, Center for Safe and Secure Schools
3. **Pledge of Allegiance to the Texas flag** - Gil Gaona, Center for Safe and Secure Schools
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** - Yolanda Pyrtle, Manager of the Research and Evaluation Institute
 - D. **Annual Division Update** - Julia Andrews, Director of the Center for Safe and Secure Schools
 - 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 10/31/2022** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

1. Approval of the proposed Annual Budget Calendar for FY 2023-2024
2. Disbursement Report
3. Budget Amendment Report
4. Monthly Investment Report for October 2022

B. Consider approval of the following Board Meeting Minutes:

1. 10/19/2022 Board Meeting Minutes

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

1. **Acceptance of grant award from the Education Foundation of Harris County for CASE for Kids** to implement the All-Earth Ecobot Challenge from CenterPoint Energy in the amount of \$5,000.

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

1. **Approval to submit an application to request a Low-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).
2. **Approval to request a waiver of the 15% administrative cost limitations for Head Start grant number 06CH011535** for the 01/01/2023 to 12/31/2023 budget period to the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS), in accordance with the Head Start Program Performance Standard 1303.5(2)(b) Limitations on development and administrative cost (2)(b)(1).
3. **Approval to submit a request to consolidate HCDE Head Start Grants 06CH011535 and 06HP000311** into a single grant to the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) for the 01/01/2023 through 12/31/2023 budget period.
4. **Approval to submit an American Rescue Funds Budget Revision Request, in the amount of \$393,594**, to the Department of Health and Human Services (HHS) to move funds from operations to equipment for Head Start fencing projects.

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

1. **Ratification of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$393,300 with Highpoint School East with the following districts:** Aldine ISD for twenty (20) in-county annual contracts in the amount of \$207,000 (\$10,350 each); Goose Creek CISD for eighteen (18) in-county annual contracts in the amount of \$186,300 (\$10,350 each) for the period of 08/22/2022 through 06/05/2023.

2. **Ratification of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$158,275 with Academic and Behavior School West with the following districts:** Amendment to the annual contract with Angleton ISD to increase the units from one (1) to two (2) annual contracts and to increase the aggregate amount from \$25,050 to \$50,100 (an out-of-county increase of \$25,050 each); Amendment to the annual contract with Waller ISD to increase the units from three (3) to four (4) annual contracts and to increase the aggregate amount from \$64,905 to \$86,540 (an in-county increase of \$21,635 each); Harmony Public Schools 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.
 3. **Ratification of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$62,500 with Fortis Academy with the following districts:** Aldine ISD for seven (7) in-county annual contracts in the amount of \$43,750 (\$6,250 each); Galena Park ISD for three (3) in-county annual contracts in the amount of \$18,750 (\$6,250 each) for the contract period of 08/22/2022 through 06/05/2023.
 4. **Ratification of Interlocal (revenue) contract for FY 2023 for Therapy Services in the aggregate amount of \$29,380 with School-Based Therapy Services and the following entity:** YES Prep Public Schools (41 students served in FY22) in the amount of \$29,380.
 5. **Ratification of Interlocal (expenditure) contract for FY 2023 CASE for Kids Project CASE Debates in the aggregate amount of \$32,000 with the following entities:** Harmony Public Schools in the amount of \$4,000; Spring ISD in the amount of \$8,000; Spring Branch ISD in the amount of \$8,000; Yes Public Schools-Yes Prep North Central in the amount of \$4,000; Yes Public Schools-Yes Prep Southeast in the amount of \$4,000; Yes Public Schools-Yes Prep Brays Oaks in the amount of \$4,000 (a maximum of 192 students served).
 6. **Ratification of amended Interlocal (expenditure) contract for FY 2022 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 1 grant, in the aggregate amount of \$105,400 with the following district:** Galena Park ISD in the amount of \$105,400 (220 students served).
- 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. 23/004LS for Technology Products and Other Related Services for Food Service with the following vendors:** Automated Financial Systems (Robert Beyer Enterprises LLC (23/004LS-01); Descon Signage Solutions (Young & Kenady, Inc.) (23/004LS-02); EMS LINQ, LLC (23/004LS-03); Harris School Solution, a division of N. Harris Computer Corporation (23/004LS-04); Health-e Pro (Water Walkers, Inc.) (23/004LS-05); Global Payments Inc. dba Heartland Payment Systems, LLC (23/004LS-06); Foodworks Technologies, LLC dba MenuLogic K12 (23/004LS-07); PCS Revenue Control Systems, Inc. (23/004LS-08); PrimeroEdge (Cybersoft Technologies, Inc.) (23/004LS-09); TabletKiosk (Sand Dune Ventures, Inc.) (23/004LS-10); TekVisions, Inc. (23/004LS-11); for the period of 11/17/2022 through 11/16/2023.
 2. **Approval of HCDE Interlocal Agreements with:** Collaborative for Higher Education Shared Services (CHESS), Santa Fe, New Mexico; The Conquerors Place, Inc., Houston, Texas; IDEA Louisiana, Baton Rouge, Louisiana; Mission Consolidated ISD, Mission, Texas; and Rusk ISD, Rusk, Texas.
- G. Consider ratification/approval of the following items for Internal Purchasing:

1. **Approval of Contract Award for RFQ job no. 23/009YR for Bond Underwriting Services for Harris County Department of Education** to the firm demonstrating the highest competence and qualifications and meeting the specifications outlined in the RFQ: RBC Capital Markets, LLC for the period of 11/16/2022 through 11/15/2023.

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

1. **Approval of project delivery/contract method of job order contracting for perimeter fencing project and JOC contract with Dura Pier Facilities Services, Ltd. dba Facilities Sources (Choice Partners Contract 21/039MR-05) in the amount of \$276,419** for the Channelview and Sheffield Head Start campuses. The purchases will be made using federal funds.
2. **Approval of HCDE Early Head Start Child Care Partnerships (EHS-CCP) contract in amount of \$141,000** with VNK LLC dba Pasadena Learning Center (RFP 22/057YR). The contract will be valid 11/17/2022 through 08/31/2023. (Fully funded by the Head Start/Early Head Start grants.)
3. **Consider award of CSP 22/058YR for the Humble Early Head Start Site Work and Utilities Project to Dura Pier Facilities Services, Ltd. dba Facilities Sources, not to exceed the amount of \$786,000**, and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract with Dura Pier dba Facilities Sources. The purchase will be made using federal funds.
4. **Approval of services agreement with 4 Ever Clever Learning, LLC dba Sylvan Learning in the amount not to exceed \$159,919 (RFP 23/003EJ)** for Adult Education for the period of 11/17/2022 through 6/30/2023. The purchase will be made using federal funds.
5. **Ratification of interlocal agreement for FY 2023 in the aggregate amount of \$250,000 with Houston ISD-Nutrition Services to provide breakfast and lunch for ABS East and ABS West** for the period of 08/22/2022 through 08/21/2023. (A budget amendment to increase revenues and expenditures is included in the agenda.)
6. **Approval of 3.0 full-time equivalent (FTE) positions for the Center for Safe and Secure Schools** for the 2022-2023 school year to meet the demands of district partners. (A budget amendment to increase revenues and expenditures is included in the agenda.)
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.
 - C. **Obtain legal advice** regarding Change Order to contract with Paradigm Construction, LLC for Adult Education Project.
9. **RECONVENE** for possible action on items discussed in executive session

- A. **Consider approval of Change Order** to contract with Paradigm Construction, LLC for Adult Education Project and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute Change Order.


- 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 the U.S. Department of Labor in the amount of \$1,991,803** for Adult Education (AE) division to implement the AE Growth Opportunities Program (AE-GOP), which will serve 70 participants.

 - C. **Vendor Connecting the Dots Developmental Institute was awarded at the 10/19/2022 Board meeting under job no. 23/002DR for Mental Wellness Services for Harris County Department of Education.** The vendor's name appeared on the agenda item as Connecting the Dots which was incorrect. The correct name is Konnecting the Dots Developmental Institute.

- 12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 14, 2022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent