

**Harris County Department of Education
Minutes of Regular Board Meeting
October 19, 2022**

The Harris County Board of School Trustees met in regular session on September 21, 2022, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Richard Cantu, Board President, called the meeting to order at 1:16 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; and David Brown (via Zoom videoconference)

Board Members Absent: Erica Davis and Eric Dick

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, Center for Educator Success; Danielle Clark, Chief Communications Officer; Carie Crabb, Senior Director School-Related Therapy Services; Curtis Davis, Director Records Management; Stephanie De Los Santos, Director Client Engagement; Jeff Drury, Director Choice Partners Cooperative; Dave Einsel, Director Communications and Creative Services; Travita Godfrey, Principal Fortis Academy; Kendra Jackson, Director Purchasing; Victor Keys, Principal Academic Behavior School West; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director of Schools; Donna Trevino-Jones, Principal Academic Behavior School East; Natasha Truitt, Executive Director Human Resources; Rich Vela, Executive Director Facilities; Courtney Waters, Principal Highpoint East

Visitors: None

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1. **Invocation** - Joshua Garza, Maintenance & Operations
2. **Pledge of Allegiance to the US flag** - Holly Shafer, School-Based Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Holly Shafer, School-Based Therapy Services
4. **Public Hearing** for the purpose of considering the proposed Tax Rate of \$0.004900 per \$100 assessed property value for Tax Year 2022 (Fiscal Year 2022-2023). The no-new-revenue-rate (NRRR) has been calculated at \$0.004541 per \$100 assessed property value. The recommended tax rate is below the voter approval rate (VAR) of \$0.004915.

No one from the public requested to address the Board during the public hearing.

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.

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

8.1 Approval to adopt tax rate of \$.004900 for Tax Year 2022 in accordance with the Truth in Taxation laws codified in Chapter 26 and amended by the 87th Legislature.

Motion made by Danny Norris, seconded by Amy Hinojosa, to increase the property tax rate by the adoption of the tax rate of \$0.0049 which is effectively a 7.91% increase in the tax rate.

Motion passes with 5-0 voting to adopt.

Trustee Brown left the meeting (via Zoom videoconference) at 1:24 p.m. and did not return.

6. **REPORTS AND PRESENTATIONS**

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

Natasha Truitt introduced the October 2022 HCDE Employee of the Month, Griselda Sandoval, Senior Grant Accountant, for Business Services. HCDE Communications showed a brief video about Ms. Sandoval's role and impact.

- B. **Recognition of Principals Month** - Jonathan Parker, Assistant Superintendent for Academic Support Services & Dr. Charles Ned, Senior Director of Schools

Mr. Parker and Dr. Ned recognized HCDE Principals—Travita Godfrey (Fortis Academy), Victor Keys (Academic Behavior School West), Donna Trevino-Jones (Academic Behavior School East), and Courtney Waters (Highpoint East)—for National Principals Month, an annual celebration that takes place in October and honors principals across the nation for their dedication to their schools. HCDE Communications showed a brief video about the influence and work of HCDE principals. The principals were also given proclamations issued by Texas Governor Greg Abbott and Houston Mayor Sylvester Turner.

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C. Superintendent Monthly Report – James Colbert, Jr.

Superintendent Colbert celebrated and thanked HCDE Principals for their work and leadership.

Mr. Colbert, Mr. Parker and Principal Godfrey attended the National Dropout Prevention Conference, October 9-12, 2022, in Atlanta, GA. HCDE gave a presentation about Fortis Academy at the conference, to highlight Fortis' unique approach to helping students with sobriety and addiction issues.

Mr. Colbert also announced that he will be traveling on October 14, 2022, with other superintendents and cabinet members, to a professional development retreat at the U.S. Army War College in Carlisle, PA, to focus on leadership techniques that translate to their roles using a simulation of the historic Battle of Gettysburg as a model. HCDE is the only public education entity in the U.S. that is given exclusive access to this training.

D. Annual Division Update - John Prestigiacommo, Director of Maintenance & Operations

E. Annual Division Update - Carie Crabb, Senior Director of School-Based Therapy Services

F. 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.

There were no reports.

G. Report of Board Committees - Committee Chairs

There were no reports.

H. Monthly Financial Reports through 09/30/2022 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

I. Presentation of 2022 Annual Achievement of Excellence in Procurement Award - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.

Motion made by Danny Norris, seconded by Amy Hinojosa, to approve all items under the consensus agenda.

Motion passes with 4-0 voting to approve all items under the consensus agenda.

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 September 2022

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

1. 09/21/2022 Special Schools Committee Meeting
2. 09/21/2022 Governmental Relations Committee Meeting
3. 09/21/2022 Board Meeting

C. Consider acceptance of the following grant awards:

1. **Acceptance of funds totaling \$1,500,000 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 5 grant for the period 08/01/2022 through 07/31/2023. CASE for Kids anticipates serving 975 students with these grant funds.**
2. **Acceptance of Notice of Grant Award from the Texas Council for Developmental Disabilities for the period 11/01/2022 to 11/30/2022 in the amount of \$5,860 for the School-Based Therapy Services Division for a speaker stipend. The stipend will provide professional development for 160 occupational therapy practitioners, general education teachers, and special education teachers.**
3. **Acceptance of the Notice of Safety Grant Award for the Facilities Division from Texas Political Subdivisions in the amount of \$5,342. This award is to be used towards the purchase of two AED defibrillators and two additional first aid kits.**

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

1. **Approval of Amendment #1 to Interlocal Agreement between Humble ISD and the Center for Safe and Secure Schools Division for 3 additional facilities for Safety Audits in Year 3 of said Interlocal Agreement increasing the amount from \$23,164 to \$27,433 for Year 3.**
2. **Ratification and Approval of Interlocal Agreement with Fort Bend County (revenue) for records management services in the amount of \$80,000 for the period of 10/01/2022 through 09/30/2023.**
3. **Ratification and Approval of Interlocal (revenue) contract for FY 2023 for therapy services in the aggregate amount of \$999,860 with School-Based Therapy Services and the following district: Spring ISD (558 students served in FY22) in the amount of \$999,860 for FY 2023.**
4. **Ratification and Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$1,184,220 with Academic and Behavior School East with the following districts: Cleveland ISD to increase the original amount of \$50,100 by \$25,050 for one (1) additional out-of-county unit (\$25,050 each) to a total of \$75,150; Dayton ISD for twelve (12) in-county annual contracts in the amount of \$259,620 (\$21,635 each); Dickinson ISD for three (3) out-of-county annual contracts in the amount of \$75,150 (\$25,050 each); Galveston ISD for**

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two (2) out-of-county annual contracts in the amount of \$50,100 (\$25,050); Goose Creek ISD for fifteen (15) in-county annual contracts in the amount of \$324,525 (\$21,635 each); Hitchcock ISD for one (1) out-of-county annual contract in the amount of \$25,050 (\$25,050 each); Spring ISD for twelve (12) in-county annual contracts in the amount of \$259,620 (\$21,635 each); Texas City ISD for five (5) out-of-county annual contracts in the amount of \$125,250 (\$25,050 each); YES Prep Public Schools 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.

5. **Ratification and Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$110,085 with Academic and Behavior School West with the following districts:** Amendment to annual contract with Fort Bend ISD in the amount of \$350,700 to include consideration of Bus Aide services not to exceed an additional \$13,300 (total amount of \$364,000), if necessary (Bus Aide services: \$19 per hour not to exceed 700 hours); Angleton ISD for one (1) out-of-county annual contract in the amount of \$25,050 (\$25,050 each); El Campo ISD for one (1) out-of-county annual contract in the amount of \$25,050 (\$25,050 each); Navasota ISD for one (1) out-of-county annual contract in the amount of \$25,050 (\$25,050 each); Pearland 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.
 6. **Ratification and Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$207,000 with Highpoint School East with the following district:** Crosby ISD for twenty (20) in-county annual contracts in the amount of \$207,000 (\$10,350 each) for the period of 08/22/2022 through 06/05/2023.
 7. **Ratification and Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$25,000 with Fortis Academy with the following district:** Goose Creek CISD for four (4) in-county annual contracts in the amount of \$25,000 (\$6,250 each); for the contract period of 08/22/2022 through 06/05/2023.
- E. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for job no. 22/056SG for Fuel Card Monitoring, GPS and Related Items with the following vendors:** MVC Technology, LLC dba Fleet IQ (#22/056SG-01); Fleetcard, Inc. dba Impac Fleet (#22/056SG-02); NexTraq, LLC (#22/052SG-03) and Pinnacle Petroleum, LLC (22/052SG-04) from 10/19/2022 through 10/18/2023.
- F. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for job no. 22/057YR Early Head Start Child Care Partnership to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** VNK LLC dba Pasadena Learning Center and Precious Stones Academy, Inc. for the period of 10/19/2022 through 10/18/2023.

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2. **Approval of Contract Award for job no. 23/001IA for CASE for Kids Content Area Services and Trainers with the following vendors:** Candis Consulting, LLC; Children Come Click Education & Technology; Children's Museum of Houston (Children's Museum, Inc.); Education My Way (The Unalome Project, LLC); GPR Ventures, LLC (GPR Ventures, LLC); HIP Healthy Innovative Processes; HYPE Freedom School, Inc.; Imagiread (Imagiread Consulting Services LLC); J.F. Carter Solutions, LLC; Lakeshore Learning Materials, LLC (LAKESHORE PARENT, LLC); Second Chance Technology Edge High School; and Uncharted Territory Solutions (Uncharted Territory LLC) for the period 11/01/2022 through 10/31/2027.
3. **Approval of Contract Award for job no. 23/002DR for Mental Wellness Services for Harris County Department of Education with the following vendor:** Connecting the Dots for the period 11/01/2022 through 10/31/2027.
4. **Approval of Contract Award for job no. 23/003EJ Addendum 1 (Math Literacy Call Center Services)** to the following proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: EDU Specialist, LLC; Christopher Jones dba Planting Seeds Tutoring & Test Prep; Shannon M. Bass dba Second Chance Learning Center; Second Chance Technology Edge High School; and 4 Ever Clever Learning, LLC dba Sylvan Learning Center for the period of 10/20/2022 through 10/19/2027.

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

1. **Approval of School-Based Therapy Services (revenue contract amendment) for FY 2023 in the aggregate amount of \$103,020** with Greater Gulf Coast Cooperative (11 students served in FY21) (amended to add occupational therapy assistant).
2. **Approval of School-Based Therapy Services (revenue contract amendment) for FY 2023 in the aggregate amount of \$89,100** (an increase of \$70,200) with Columbia - Brazoria ISD (13 students served in FY22).

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

2. **Approval of Contract Award for job no. 22/035EJ for the purchase, implementation, training of the CENTEGIX CrisisAlert for High Point East, ABS West, Fortis Academy and ABS East** for three years from approval date through 10/2025 in an amount not to exceed \$97,600.

Motion made by Andrea Duhon, seconded by Danny Norris, to approve Contract Award for job no. 22/035EJ for the purchase, implementation, training of the CENTEGIX CrisisAlert for High Point East, ABS West, Fortis Academy and ABS East for three years from approval date through 10/2025 in an amount not to exceed \$97,600.

Motion passes with 4-0 voting to approve.

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3. **Adoption of resolution regarding conveyance of access and water line easements for Highpoint Middle School construction to the Royalwood Municipal Utility District.** (This legal action is necessary to obtain building permit to proceed with the construction of the PFC Project.)

Motion made by Danny Norris, seconded by Amy Hinojosa, to adopt a resolution regarding conveyance of access and water line easements for Highpoint Middle School construction to the Royalwood Municipal Utility District. (This legal action is necessary to obtain building permit to proceed with the construction of the PFC Project.)

Motion passes with 4-0 voting to adopt.

4. **Approval of 1.5 additional full-time equivalent (FTE) positions for the School-Based Therapy Services Division for the school year 2022-2023 to fill additional occupational therapy position requests from Channelview ISD.** Funds for these positions will come from revenue received from districts for services provided. (A budget amendment is proposed to adjust the division budget.)

Motion made by Danny Norris, seconded by Amy Hinojosa, to approve 1.5 additional full-time equivalent (FTE) positions for the School-Based Therapy Services Division for the school year 2022-2023 to fill additional occupational therapy position requests from Channelview ISD. Funds for these positions will come from revenue received from districts for services provided. (A budget amendment is proposed to adjust the division budget.)

Motion passes with 4-0 voting to approve.

5. **Approval of stipend for interim Director of Information Technology Services.**

Motion made by Danny Norris, seconded by Amy Hinojosa, to approve stipend for interim Director of Information Technology Services.

Motion passes with 4-0 voting to approve.

6. **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 09/20/2022 and 09/27/2022.**

Motion made by Andrea Duhon, seconded by Danny Norris, to adopt a 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 09/20/2022 and 09/27/2022.

Motion passes with 4-0 voting to adopt.

There was no Executive Session.

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.

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B. **Deliberate** the purchase, exchange, sale and/or value of real propert(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**

None.

12. **INFORMATION ITEMS**

A. **Human Resources**

1. Personnel

2. Employee Count

B. **Submission of grant proposal to Texas Council for Developmental Disabilities in the amount of \$5,860 to support School-Based Therapy Services' training on The Art and Science of Handwriting Intervention.** The training is scheduled for 11/09/2022 and will serve over 160 occupational therapists, general education and special education teachers.

13. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 16, 2022, at 1:00 p.m.

Motion made by Danny Norris, seconded by Amy Hinojosa, to adjourn

Motion passes with 4-0 voting to adjourn the meeting.

The meeting adjourned at 2:32 p.m.



Richard Cantu
Board President



Andrea Duhon
Board First Vice President