

## **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 **20<sup>th</sup> day of September 2023 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  
September 20, 2023  
Agenda of Regular Meeting**

---

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held September 20, 2023, 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. Margaret Patton, Schools
2. **Pledge of Allegiance to the US flag** - Catalina Ramos, Schools
3. **Pledge of Allegiance to the Texas flag** - Catalina Ramos, Schools
4. **Public Hearing** for the purpose of considering the proposed Tax Rate of \$0.004800 per \$100 assessed property value for Tax Year 2023 (Fiscal Year 2023-2024). The no-new-revenue-rate (NNRR) has been calculated at \$0.004402 per \$100 assessed property value. The recommended tax rate is below the voter approval rate (VAR) of \$0.004816.
5. **Open Forum** - Gov't Code 551.007 - 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. **Recognition of Hispanic Heritage Month** - Danielle Clark, Chief Communications Officer
  - C. **Superintendent Monthly Report** - James Colbert, Jr.
  - D. **Annual Division Update** - Dr. Charles Ned, Senior Director of 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 08/31/2023 - 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 August 2023

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

- 1. 08/16/2023 Board Meeting

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

- 1. **Ratification of the Notice of Award (NOA) 06HP000311-05-00 from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the Head Start division (Early Head Start Child Care Partnership) for a budget award of \$5,160,346 for operations and \$110,244 for training and technical assistance totaling \$5,270,590 for the 09/01/2023 to 08/31/2024 budget period.**
- 2. **Ratification of the Notice of Grant Award for Your Voice Matters Project (revenue agreement) between the Education Foundation of Harris County (funded by Houston Endowment Inc.) and the Harris County Department of Education (CASE for Kids, Adult Education, Head Start, and Schools Divisions) for the budget period of 08/31/2023 through 08/31/2026. The EFHC has authorized a grant of \$612,000 (the "Grant") to the Grantee. This contract will create one (1) new grant-funded FTE coordinator position and one (1) grant-funded part-time Head Start fellow.**
- 3. **Ratification of the waiver of the 15% administrative cost limitations for grant number 06HP000311, in accordance with the Head Start Program Performance Standard 1303.5(2)(b) Limitations on development and administrative cost (2)(b)(1), for the 09/01/2023 to 08/31/2024 budget period.**

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

- 1. **Ratification of Interlocal (revenue) contracts for FY 2024 for therapy services in the aggregate amount of \$462,810 with School-Based Therapy Services and the following districts:** Barbers Hill ISD (3 students served in FY22) in the amount of \$96,660; Tomball ISD (35 students served in FY22) in the amount of \$111,720; Greater Gulf Coast Cooperative (72 students served in FY22) in the amount of \$114,780; Waller ISD (104 students served in FY22) in the amount of \$139,650.

2. **Ratification of Interlocal (revenue) contracts for FY 2024 for therapy services in the aggregate amount of \$61,810 with School-Based Therapy Services and the following districts:** Sam Houston Charter School (4 students served in FY22) in the amount of \$10,090; Montgomery ISD (0 students served in FY22) in the amount of \$13,500; Pasadena ISD (6 students served in FY22) in the amount of \$18,130; Humble ISD (10 students served in FY22) in the amount of \$20,090.
3. **Ratification of Interlocal (revenue) contract for FY 2024 for therapy services in the aggregate amount of \$83,300 with School-Based Therapy Services and the following districts:** Dayton ISD (63 students served in FY22) in the amount of \$83,300.
4. **Ratification of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$1,789,200 with ABS East and the following districts:** Dayton ISD for twelve (12) in-county annual contracts in the amount of \$285,600 (\$23,800 each); Galveston ISD for three (3) out-of-county annual contracts in the amount of \$82,500 (\$27,500 each); Houston ISD for twenty (20) in-county annual contracts in the amount of \$476,000 (\$23,800 each); Pasadena ISD for twenty-five (25) in-county annual contracts in the amount of \$595,000 (\$23,800 each); Santa Fe ISD for five (5) out-of-county annual contracts in the amount of \$137,500 (\$27,500 each); Sheldon ISD for two (2) in-county annual contracts in the amount of \$47,600 (\$23,800 each); Texas City ISD for six (6) out-of-county annual contracts in the amount of \$165,000 (\$27,500 each) for the contract period of 08/28/2023 through 06/03/2024.
5. **Ratification of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$995,700 with ABS West and the following districts:** Aldine ISD for eight (8) in-county annual contracts in the amount of \$190,400 (\$23,800 each); Aristol Classic Academy for one (1) in-county annual contract in the amount of \$23,800 (\$23,800 each); El Campo ISD for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each); Houston ISD for twenty-five (25) in-county annual contracts in the amount of \$595,000 (\$23,800 each) for the contract period of 08/28/2023 through 06/03/2024; and Waller ISD for five (5) in-county annual contracts in the amount of \$119,000 (\$23,800 each) for the contract period of 08/01/2023 through 08/31/2024.
6. **Ratification of Interlocal (revenue) contract for FY 2024 in the aggregate amount of \$38,700 with ABS West and the following district:** Wharton ISD for one (1) out-of-county monthly contract in the amount of \$38,700 (\$4,300 per month) for the contract period of 08/28/2023 through 06/03/2024.
7. **Ratification of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$490,200 with Highpoint School East and the following districts:** Humble ISD for forty (40) in-county annual contracts in the amount of \$456,000 (\$11,400 each); KIPP Texas Public School for three (3) in-county annual contracts in the amount of \$34,200 (\$11,400 each) for the contract period of 08/28/2023 through 06/03/2024.

8. **Ratification of Interlocal (revenue) contract for FY 2024 in the aggregate amount of \$20,625 with Fortis Academy and the following district:** Galena Park ISD for three (3) in-county annual contracts in the amount of \$20,625 (\$6,875 each) for the contract period of 08/28/2023 through 06/03/2024.
9. **Ratification of Interlocal (revenue) contract with Center for Safe and Secure Schools Division and Aldine ISD for Safety Audits** in an amount not to exceed \$118,207, servicing 82 sites in three phases for the period of 09/01/2023 through 06/30/2026.
10. **Ratification of Interlocal (revenue) contract with Center for Safe and Secure Schools Division and La Porte ISD for Safety Audits** in an amount not to exceed \$22,461, to service 16 sites in three phases for the period of 09/01/2023 through 06/30/2026.
11. **Ratification of Interlocal (revenue) contract for Center for Safe and Secure Schools with Spring ISD** for Mindful De-escalation and Community Circles (Restorative Practices) sessions in the amount not to exceed \$5,0000 for the period of 08/08/2023 through 11/30/2023.
12. **Ratification of Interlocal (non-monetary) Agreement with Adult Education and Katy ISD** for classroom, office and storage space for the HSE (High School Equivalency), ABE (Adult Basic Education), and ESL (English as a Second Language) classes for the period of 08/01/2023 through 07/31/2024.
13. **Ratification of Interlocal (non-monetary) contract with Adult Education and Sheldon ISD** for classroom, office and storage space for the HSE (High School Equivalency), ABE (Adult Basic Education) and ESL (English as a Second Language) classes for the period of 07/01/2023 through 06/30/2024.

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

1. **Approval of the Contract Award for job no. 23/045MF for Demand Response Services** and delegate authority to the Superintendent or designee to negotiate, finalize, and execute a contract with the following vendor: Enerwise Global Technologies, LLC dba CPower (23-045MF-01) for the period 09/20/2023 through 09/19/2024.
2. **Approval of the Contract Award for job no. 24/002TC for Disaster Mitigation Commodities/Services with Disaster Recovery Job Order Contract Services Component** and delegate authority to the Superintendent or designee to negotiate, finalize, and execute contracts with the following vendors: Blackman Mooring of Texas, BMS CAT (24/002TC-01); Brown and Root Industrial Services, LLC (24/002TC-02); Cotton Commercial USA (24/002TC-03); DRC Fort Worth, LLC (24/002TC-04); ERC Environmental & Construction Services (24/002TC-05); Horizon International Group, LLC (24/002TC-06); JR Jones Roofing (24/002TC-07); Roadrunner Moving &

Storage (24/002TC-08); Texas General Contractors, Inc.(24/002TC-09) for the period 09/20/2023 through 09/19/2024.

3. **Approval of HCDE Interlocal Agreements with:** Bassett Healthcare Network, Cooperstown, New York; Big Sandy Independent School District, Big Sandy, Texas; Big Spring Independent School District, Big Spring, Texas; Bread for Our Children, Lancaster, Texas; City of Bedford, Bedford, Texas; Cowlitz County, Kelso, Washington; Detroit Independent School District, Detroit, Texas; Duanesburg Central School District, Delanson, New York; IDEA Greater Cincinnati, Inc., Cincinnati, Ohio; Maury County Public Schools, Columbia, Tennessee; North Texas Food Bank, Plano, Texas; Pink Dreams, Inc., Dallas, Texas; ResponsiveED Texas, Lewisville, Texas; Rice University, Houston, Texas; Rio Hondo Independent School District, Rio Hondo, Texas; University of Texas El Paso, El Paso, Texas; and University of Texas Rio Grande Valley, Edinburg, Texas.

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

1. **Approval of (renewal) insurance premium for Property and Casualty Insurance with the following vendor:** McGriff, Seibels & Williams of Texas, Inc. (RFP #21/067IA) for a total premium amount of \$1,162,958 for the period of 10/01/2023 through 10/01/2024.
2. **Ratification to increase the allowable maximum contract amount for HCDE's property and casualty insurance policy with McGriff Seibels & Williams (RFP #21/067IA) by \$60,000 to add coverage for the new Adult Education Center and new ABS East campus.** The original policy amount of \$600,000 was approved under FY23 CH Local on 07/20/2022, for the term of 10/1/2022 through 09/30/2023.
3. **Approval of Contract Award (RFP #23/046EJ) Professional Web Design Services to the proposers offering the best value to HCDE Divisions and meeting the specifications outlined in the proposal:** Active Internet Technologies (Finalsite); Appddiction Studio; Infojini, Inc.; Outreach Strategists; Padrón & Co; and Spry Digital LLC for the period of 10/01/2023 through 09/30/2028.

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

1. **Approval of Certification Contribution Agreement (revenue agreement) between the HCDE CASE for Kids Division and the Gulf Coast Workforce Board** for the period of 10/01/2023 through 09/30/2024 and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the agreement. HCDE will certify \$1,500,000 to receive matching funds from the Gulf Coast Workforce Board for the CASE Partnership Project in the amount of \$1,753,386.

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

1. **Consider approval to adopt tax rate of \$.004800 per \$100 valuation for Tax Year 2023** in accordance with the Truth in Taxation laws codified in Chapter 26 and amended by the 88th Legislature.

2. **Consider approval of Change Order #2 to Job Order Contract with Head Start and Quality Security Systems (#21/021MJ-31)** for Barrett Station Early Head Center Access Control, Fire Alarm, Security, & Camera Equipment Project and delegate authority to the Superintendent or his designee to negotiate, finalize and execute Change Order #2, extending the Substantial Completion Date to 09/30/2023.
3. **Consider approval of project delivery/contract method of job order contracting for perimeter fencing project and JOC contract with Facilities Sources (Choice Partners Contract 21/039MR-05)** in the amount of \$104,008 for the Channelview Head Start campus. The purchase will be made with construction funds.
4. **Consider approval of 1.0 full-time equivalent (FTE) position for the Adult Education Division** to achieve the division's goal of serving additional participants in workforce certification programs. Position funded by the current Houston-Galveston Area Council Adult Education Literacy grant.
5. **Consider ratification of the continuation of the contract between Harris County Department of Education and the Houston-Galveston Area Council** for the provision of the Adult Education and Literacy services in Harris and Liberty counties in the amount of \$4,520,816 for the period of 07/01/2023 through 06/30/2024.
6. **Consider ratification of the Interlocal Agreement with the Harris County Sheriff's Office (HCSO)** for (7) security officers in the amount of \$570,360 for the period of 09/20/2023 through 08/20/2024.
7. **Consider ratification of HCDE Schools Division 2023-24 Professional Development Plan.**
8. **Consider approval of resolution** regarding House Bill 3033 Implementation/Designation of Dates relating to Texas Public Information Act.
9. **Consider approval of resolution** to declare a Good Cause Exception for House Bill 3 Armed Security Officer Requirement.
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 employee.
  - 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 *Paradigm v. HCDE* litigation matter.
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. **Information item on contract extension as allowed by the Education Code under Contract for Depository Banking Services (RFP #21/051KJ) for HCDE with the following proposer: J.P. Morgan Chase Bank for the period of 09/01/2023 through 08/31/2025.**
  - C. **Submission of grant proposal to Texas Education Agency in the amount of \$1.7 million to support CASE for Kids' 21st Century Community Learning Centers** Cycle 11, Year 3 continuation application. Requested funds will provide academic and enrichment services for 1,046 students and 400 family members.
  - D. **Acceptance of a \$3,000 grant from the Whole Kids Foundation** to support the Garden Project at Academic and Behavior School West.
- 13. **ADJOURN** - Next regular meeting is scheduled for Wednesday, October 18, 2023, at 1:00 p.m.



James Colbert, Jr.  
County School Superintendent