

**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 **18th day of December 2024 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in Conference Room 401 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
December 18, 2024
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held December 18, 2024, 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** - Janice Owolabi, Specialist School Safety & Security, Center for Safe and Secure Schools
2. **Pledge of Allegiance to the US flag** - Jasmine Trier, Site Coordinator, CASE for Kids
3. **Pledge of Allegiance to the Texas flag** - Jasmine Trier, Site Coordinator, CASE for Kids
4. **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.
5. **REPORTS AND PRESENTATIONS**
 - A. **Employee of the Month** - Dr. Tyrone Sylvester, Executive Director of Human Resources
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update** - Center for Safe and Secure Schools
 - D. **Annual Division Update** - CASE for Kids
 - 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 11/30/2024** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

6. **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 November 2024

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

1. November 20, 2024 Regular Board Meeting Minutes
2. November 20, 2024 Special Called Board Meeting Minutes

C. Consider ratification of the following grant award:

1. **Consider ratification of STOP (Federal) Grant from the Office of Justice Programs Bureau of Justice Assistance** in the amount of \$930,947 for the period of 10/01/2024 through 09/30/2027.

D. Consider approval of the following Interlocal Contracts:

1. **Consider approval of Interlocal (Revenue) Agreement for Center for Safe and Secure Schools Division with Beaumont ISD to conduct Safety Audits from 12/18/2024 through 06/30/2026, for an amount not to exceed \$63,608, servicing 29 sites in three phases.**
2. **Consider approval of the Services Interlocal Agreement (Revenue) with Cypress-Fairbanks ISD and the Center for Safe and Secure Schools Division for Intruder Audits from 02/01/2025 through 06/30/2025, for an amount not to exceed \$18,571, servicing 35 sites in one phase.**

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

1. **Consider approval of the Contract Award for job no. 25/006SG for Early Childhood Supplies and Related Items for the period of 12/18/2024 through 12/17/2025 with the following vendors:** Butler Business Products (25/006SG-01); Discount School Supply (25/006SG-02); Gopher Sport, Gopher Performance, Moving Minds, Play with a Purpose, STEM-Supplies (25/006SG-03); Hand2mind, Inc (25/006SG-04); Learning Beyond Paper, Inc. (25/006SG-06); Nasco (25/006SG-07); Pyramid School Products (25/006SG-08); School Health Corporation (25/006SG-09); Teacher Created Materials (25/006SG-11); and Teaching Strategies, LLC (25/006SG-12).
2. **Consider approval of HCDE Interlocal agreements with:** Alice ISD, Alice, Texas; Brushy Creek MUD, Round Rock, Texas; Chris Howell Foundation, Dallas, Texas; De Witt County, Cuero, Texas; Erath County, Stephenville, Texas; Evadale ISD, Evadale, Texas; Marathon ISD, Marathon, Texas; Parker County Hospital District, Weatherford, Texas; Scottsdale Unified School District, Scottsdale, Arizona; and Unified School District No. 512 - Shawnee Mission School District, Johnson County, Kansas.

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

1. **Consider approval of Contract Award for Job No. 24/037DR-3 Advisors, Coaches, Consultants, Counselors, Speakers and Trainers for the period of 01/01/2025 through 12/31/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Axiom Learning, Inc; Brandy Sharber Consulting LLC; YPSOURCE LLC dba Coble Studios; Houston Career Readiness Academy; OUTREACH STRATEGISTS, LLC; The Lincoln Center for Family and Youth; and Jessica Faith Carter dba The Parent Teacher Collaborative.
2. **Consider approval of Contract Award for Job No. 25/004TD for Tidwell Head Start Site Clearing and Playground Surface Installation to EMA Sport Solutions in the amount of \$272,700 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract.**
3. **Consider approval of Contract Award for Job No. 25/005TD for LaPorte Head Start Site Clearing and Playground Surface Installation to EMA Sport Solutions in the amount of \$308,900 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract.**
4. **Consider approval of Contract Award for Job No. No. 25/008TD for Event Spaces and Venues for the period of 12/19/2024 through 12/18/2029 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Broadway Bound Youth Musical Theatre Company/MVE; Cypress Fairbanks ISD dba Berry Center; Houston Marriot Westchase; The Kingdom Builders' Center of Houston, TX Inc; Bethel Family Baptist Church; SW Party and Events; and T&L Event Center LLC.
5. **Consider approval of Contract Award for Job No. 25/007IA for Local Food and Catering Services, for the period of 01/01/2025 through 12/31/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Burrito District, LLC; Cajun Smoke Creole Soul LLC; Chef MD Catering, LLC; Event Catering Houston, LLC; Houston Catering Concepts (Voss Catering Inc.); Hungry's Woodway Kitchen and Bar; La Brisa Ice Cream; and Tiffs Treats Cookies.
6. **Consider approval of Contract Award for Job No. 25/001EJ for Instructional and Reading Materials for the period of 12/18/2024 through 12/17/2029 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** A to Z Books, LLC; Sparking Creativity; Barnes & Noble Booksellers, Inc; Beable Education, Inc; GL Group, Inc., dba Booksource; CBM LLC dba Cherry Lake Publishing; Tiffany R. Crout dba Imagiread; IXL Learning, Inc; KAMICO Instructional Media, Inc; Lakeshore Learning Materials, LLC Lakeshore Parent, LLC; McGraw Hill LLC; n2y, LLC; Pearson Education INC; Pioneer Valley Educational Press; PITSCO Education; Positive Promotions; Renaissance Learning, Inc; Rosetta Stone Ltd; Gateway Education Holdings, LLC dba Savvas Learning Company LLC; Scholastic Inc; The Discovery Source; The Reading Warehouse Inc; Wieser Educational, Inc; and Zaner-Bloser, Inc.

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

1. **Consider approval of Services Agreement (Expenditure) for Information Technology Services and CDW-G (Job No. 21/031KN-13) for the period of 02/01/2025 through 01/31/2026 in the amount of \$275,925** to renew the Microsoft Enterprise Agreement (EA) and Azure Cloud Commitment Prepayment.
2. **Consider ratification of Change Order #1 to the AIA Contract with Geofill Construction, Inc. (Job No. 23/011IA) to extend Substantial Completion date to 11/19/2024 for the Construction of a New Head Start Center located at 767 Coolwood Dr Houston, TX 77013** and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the change order.
3. **Consider approval of Change Order #2 with Geofill Material Technologies dba Geofill Construction (Job No. 23/011IA) to increase scope of work to install a Natural Gas Standby Generator and Gate Operators in the amount of \$1,313,687** and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the change order.
4. **Consider approval of the project delivery method of job order contracting and the Job Order Contract with Dependable Comfort Air Conditioning & Heating, Inc. (Job No. 24/047TC-13)** for HVAC Equipment and Installation for the Records Management Division HVAC Project in an amount not to exceed \$399,838 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute the job order contract (2024 Maintenance Notes).
5. **Consider approval of Services Agreement (Expenditure) with EqualLevel/Euna Solutions (TIPS Contract #230105) for the period of 01/13/2025 through 01/12/2026 in the amount of \$97,050** for the purchase of software and installation services for the new purchasing platform for HCDE Procurement Services and Choice Partners Divisions.
6. **Consider ratification of Memorandum of Understanding between HCDE and the Education Foundation of Harris County for the Partners in Education Project**, providing \$200,000 for grants, scholarships, and sponsorship activities; the Tools for Teachers Program for the purchase of supplies for teachers; and other Foundation activities for the Term of September 1, 2024 through August 31, 2025.

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, including, but not limited to, Superintendent's evaluation.
 - B. **Deliberate** the appointment, employment, evaluation, resassignment, duties, discipline and/or dismissal of HCDE officers, including, but not limited to, HCDE Trustee Position 4, Precinct 3, and obtain legal advice regarding the same.
 - C. **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. **Consider adoption of Resolution of Censure relating to HCDE Trustee Position 4, Precinct 3.**
11. **Discussion and possible action regarding future agenda items**
12. **INFORMATION ITEMS**
 1. **Submission of grant proposal to the U.S. Environmental Protection Agency in the amount of \$19,998,951** to support Procurement Services and Construction Divisions' Community Leadership in Environmental Action and Resilience (CLEANER) Project. Requested funds would install upgraded HVAC units in partner districts to increase energy-efficiency, provide workforce development training in occupations that help reduce greenhouse gas emissions, and provide community education on environmental issues.
 2. **Submission of grant proposal to the John M. O'Quinn Foundation, via the Education Foundation of Harris County, in the amount of \$50,000** to support CASE for Kids' Badging Occupations in After School Time (BOAST) Initiative. Requested funds will support a professional development project for 250 out-of-school time professionals in the Greater Houston/Harris County area.
 3. **Submission of grant proposal to Constellation, via the Education Foundation of Harris County, in the amount of \$25,000** to support CASE for Kids' All-Earth Ecobot Challenge. The project will serve 350 students in grades 4-8 to help them develop skills in STEM subjects, problem-solving and teamwork.
 4. **Submission of grant proposal to Nordstrom Cares, via the Education Foundation of Harris County, in the amount of \$20,000** to support CASE for Kids' LevelUp Houston Afterschool Is Cool Youth College & Career Expo. Requested funds will support a college and career readiness event for 250 middle and high school students in the Greater Houston/Harris County Area.

5. **Submission of grant proposal to the Max and Victoria Dreyfus Foundation, via the Education Foundation of Harris County, in the amount of \$20,000** to support CASE for Kids' LevelUp Houston Afterschool Is Cool Youth College & Career Expo. Requested funds will support the college and career readiness event for 250 middle and high school students in the Greater Houston/Harris County area.

6. **Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial, via the Education Foundation of Harris County, in the amount \$5,000** to support Area I Head Start's REAL SuperMENTors Read program, which focuses on literacy skills. Requested funds will serve 121 students in the 2024-2025 school year.

A. **Human Resources**

1. Personnel
2. Employee Count

13. **ADJOURN** - Next regular meeting is scheduled for Wednesday, January 15, 2025, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", is centered on the page.

James Colbert, Jr.
County School Superintendent