

**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 **17th day of January 2024 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in Conference Room 502 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
January 17, 2024
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held January 17, 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** - Alma Ochoa, Secretary, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Winford Adams, Public Information and Policy Manager, Education Foundation and Partnerships of Harris County
3. **Pledge of Allegiance to the Texas flag** - Winford Adams, Public Information and Policy Manager, Education Foundation and Partnerships of Harris County
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** - Natasha Truitt, Executive Director of Human Resources
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update** - Center for Grants Development
 - D. **Annual Division Update** - Education Foundation and Partnerships of Harris County
 - 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 12/31/2023** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

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

1. **Public Hearing on the Annual Financial Management Report for FY 2023**
2. Disbursement Report
3. Budget Amendment Report
4. Monthly Investment Report for December 2023

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

1. December 13, 2023, Regular Board Meeting Minutes

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

1. **Ratification of the Interlocal (expenditure) contract for FY 2024 for the period of 08/01/2023 - 07/31/2024 in the amount of \$187,200, CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 1 grant with the following entity: Sheldon Independent School District (150 students served).**
2. **Ratification of the Interlocal (expenditure) contract for FY 2024, 01/01/2023 through 07/31/2024 in the amount of \$93,600, CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 1 grant with the following entity: Southwest Schools-Charter (75 students served).**
3. **Ratification of the Interlocal (revenue) contract for Adult Education with Harris County Public Health for the ACCESS Harris County program for the period of 01/31/2024 through 01/31/2025, with a three-year renewal option not to exceed \$74,774.**
4. **Ratification of Interlocal (revenue) annual and monthly contracts for FY 2024, in the aggregate amount of \$47,450 with ABS West with the following districts:**
Annual: Stafford MSD for one (1) in-county annual contract in the amount of \$23,800 (\$23,800 each) for the contract period of 08/28/2023 through 06/03/2024; Monthly: Brazos ISD for one (1) out-of-county monthly contract in the amount of \$23,650 (\$4,300 a month) for the contract period of 12/04/2023 through 06/03/2024.
5. **Ratification of the FY 2024, agreement for Schools Division (ABS East and ABS West) with Houston ISD Food Services to provide breakfast and lunch, during the period of 08/21/2023 through 08/20/2024, for an amount not to exceed \$300,000.**

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

1. **Approval of the Contract Award for job # 24/016MR, for the period of 01/17/2024 through 01/16/2025, for Motor & Aviation Fuel, Alternative Fuels, Lubricants & Related Items with the following vendors:** Arnold Oil Company of Austin, LP (24/016MR-01); Jaguar Fueling Services, LLC (24/016MR-02); Liberty Equipment Sales, Inc. (24/016MR-03); Petroleum Traders Corporation (24/016MR-04); and Pinnacle Petroleum, Inc. (24/016MR-05).
2. **Approval of the Contract Award for job # 24/018MR, for the period of 01/17/2024 through 01/16/2025, for Job Order Contracting IDIQ Minor Construction, Maintenance, Repair, Alteration, Renovation, and Remediation Services with the following vendors:** Brown and Root Industrial Services, LLC (24/018MR-02); Construction Masters of Houston, Inc. (24/018MR-03); Fitz Associates, LLC (24/018MR-04); Floors 2 Adore (24/018MR-05); FMG Construction Group, LLC (24/018MR-06); Freedom Construction (24/018MR-07); GC Commercial Construction (24/018MR-08); Hunton Services (24/018MR-09); Leopardo Companies (24/018MR-10); Marek Brothers Construction (24/018MR-11); Millenium Project Solutions, Inc. (24/018MR-12); Mitchell Paint & Wallcovering, Inc. DBA Mitchell Contracting (24/018MR-13) Noble Texas Builders, LLC (24/018MR-14); PL20 Construction & Consultancy DBA Rava Construction, LLC (24/018MR-15); Prestige Building Maintenance (24/018MR-16); Rio United Builders, LLC (24/018MR-17); SDB, Inc. DBA SDB Contracting Services (24/018MR-18); SETEX Facilities & Maintenance, LLC DBA Preferred Facilities Group-USA (24/018MR-19); J.T. Vaughn Construction DBA Vaughn Construction (24/018MR-20) and Virtue Construction Partners, LLC (24/018MR-21).
3. **Approval of HCDE Interlocal Agreements with:** Arlington Community Schools Board of Education, Arlington, Tennessee; City of Leander, Leander, Texas; City of Orange, Orange, Texas; City of Palmer, Palmer, Texas; Milam County, Cameron, Texas; Robstown Independent School District, Robstown, Texas; Rogers Independent School District, Rogers, Texas; Southwest Ohio Regional Transit Authority, Cincinnati, Ohio; Trinity County, Trinity, Texas; Vega Independent School District, Vega, Texas, and West Orange-Cove Independent School District, Orange, Texas.

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

1. **Approval of Contract Award for job # 24/006YR-02, for the period of 01/17/2024 through 01/16/2029, for Local Food and Catering Services,** to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: Deli Management, Inc. dba Jason's Deli.

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

1. **Approval of (revenue) Services Agreement with Tejano Center for Community Concerns, for the period of 02/01/2024 through 08/31/2024, in the amount of \$168,000,** for HCDE's Business Services (Erate, business services and operations) to provide ongoing support and streamline processes.

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

1. **Approval for Information Technology Services to purchase servers and storage arrays from Datavox (Job # 22/041KN-01) for an amount not to exceed \$717,436.**
This purchase will be a capital outlay expense.
2. **Approval for Information Technology Services to purchase network switching and security equipment (Category 2) from DataVox, job No. (22/041KN-01) at the discounted amount of \$105,213 under E-rate which totals \$342,490.**
3. **Approval to amend CH Local FY 2024 to increase SOA Fin 1st (job # 20/019KJ) by \$60,000 for a total amount of \$185,000 to provide Business Services support; add Launch Point CDC, Inc. (job # 21/056YR) for a total amount of \$150,000 to provide Educational and Vocational Training for Adult Education; add Monarch Academy to provide enrichment services for CASE (job #23/006IA-04) for a total of \$85,000; and add Job #23/030TP-03 to Hardie's Fruit & Vegetable Co.**
4. **Approval of the 2022-2023 Annual Financial Audit (including the required annual single audit report).** The fund balance categories and amounts presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.
5. **Approval of FY 2023-2024 Investment Resolution for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers** in accordance with the Public Funds Investment Act.
6. **Consideration and possible vote (election) to appoint up to four directors to the Harris County Department of Education Public Facilities Corporation.**
7. **Consideration and possible vote (election) to appoint Head Start Policy Council delegate and alternate.**
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 employee.
 1. Deliberate whether Chapter 21 term contract teacher at Fortis Academy failed, without good cause, to comply with the resignation requirements of the Texas Education Code and abandoned her contract with HCDE; obtain legal advice regarding same.
 2. Deliberate Superintendent's recommendation to propose termination of Fortis Academy teacher's Chapter 21 term contract, for good cause as determined by the Board; obtain legal advice regarding same.
 3. Obtain legal advice regarding SB 763 and Resolution regarding SB 763.

- B. **Deliberate** the purchase, exchange, sale and/or value of real property(ies) and obtain legal advice regarding the same.
9. **Discussion and possible action regarding future agenda items**
10. **RECONVENE** for possible action items discussed in executive session
1. Consider possible action whether Chapter 21 term contract teacher at Fortis Academy failed, without good cause, to comply with the resignation requirements of the Texas Education Code and abandoned her contract with HCDE.
 2. Consider possible action regarding Superintendent's recommendation to propose termination of Fortis Academy teacher's Chapter 21 term contract, for good cause as determined by the Board.
 3. Consider approval of Resolution regarding SB 763
11. **INFORMATION ITEMS**
1. Submission of grant proposal to SkillsFWD in the amount of \$1,213,522 to support CASE for Kids' LevelUp Houston!: Digital Pathways initiative. Requested funds will serve 12,000 youth.
 2. Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial in the amount of \$9,400 via the Education Foundation of Harris County to support Area I Head Start's REAL SuperMENTors Read program, which focuses on literacy skills. Requested funds will serve 261 students in the 2024-2025 school year.
 3. Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program: CASE for Kids certifies afterschool investments of public funds through collaborators as part of our Houston-Galveston Area Council contract.
 4. The LinkedIn Learning online educational platform was awarded during the 12/13/2023 Board meeting under Job # DIR-TSO-4288. The vendor's name appeared on the agenda item as Carasoft Technology Corp., which was incorrect. The correct name is Carahsoft Technology Corp.
- A. **Human Resources**
1. Personnel
 2. Employee Count
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, February 28, 2024, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent