

**Harris County Department of Education
Minutes of Regular Board Meeting
November 20, 2024**

The Harris County Board of School Trustees met in regular session on November 20, 2024, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Amy Hinojosa, Board President, called the meeting to order at 1:15 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:	Amy Hinojosa, Board President; David Brown, First Vice President; Erica Davis, Second Vice President; Andrea Duhon; Richard Cantu; Eric Dick; and John McGee
Board Members Absent:	None.
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; Danielle Bartz, Chief of Staff; Jessica Bermea, Executive Assistant Board to Trustees; Danielle Clark, Chief Communications Officer; Curtis Davis, Director Records Management; Stephanie De Los Santos, Director Client Engagement; Jeff Drury, Director, Choice Partners; Chris Hoesel, Director Information Technology; Eduardo Honold, Senior Director Adult Education; Edna Johnson, Director Purchasing; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director Schools; Yolanda Pyrtle, Director Research and Evaluation Institute; Lindsey Sanders, Director Communications and Creative Services; Dr. Tyrone Sylvester, Executive Director, Human Resources; Trina Silva, Education Foundation Community Development Director; Dr. Michelle Willaims, Executive Director Facilities
Visitors:	None.

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1. **Invocation** - Aansa Usmani, Data Analyst Coordinator, Research and Evaluation
2. **Pledge of Allegiance to the US flag** - Arnaldo Sandoval-Guerrero, Civic Engagement Project Specialist, Education Foundation of Harris County
3. **Pledge of Allegiance to the Texas flag** - Arnaldo Sandoval-Guerrero, Civic Engagement Project Specialist, Education Foundation 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.

None.

5. **REPORTS AND PRESENTATIONS**

- A. **Employee of the Month** - Dr. Tyrone Sylvester, Executive Director of Human Resources

Dr. Sylvester presented the November Employee of the Month, Mary Vargas, General Clerk, Adult Education. Communications showed a brief video regarding her role and impact.

- B. **Superintendent Monthly Report** - James Colbert, Jr.

Superintendent Colbert began his monthly report by sharing how much he and the board and enjoyed the Thanksgiving lunch prepared by Fortis Academy Culinary students, and the students did a fantastic job! The Superintendent also announced a Special Recognition to Harris County Department of Education as it was rated a Top Workplace in the Greater Houston area for the fourth time; HCDE ranked 24th out of 50 organizations in the large workplace category. Superintendent Colbert shared that the recognition speaks to the culture and climate at this organization. The comments and feedback consistently mentioned that employees felt strongly about the purpose-driven work they accomplish, and being a part of an organization that impacts a change in people's lives. Mr. Colbert also mentioned that the organization cares about its employees and felt it's demonstrated consistently. Superintendent Colbert is extremely proud to be a part of this organization and looks forward to winning many more of the Top Workplace awards. Mr. Colbert announced a few important dates coming up, including the Board Retreat on Tuesday, December 10th at The Houston Club; holiday parties will be on December 11th for NPO and December 18th for Irvington. The Bates Responsible Parenting Award car giveaways are taking place on December 11th and 12th. The Bates Collision Center has dedicated more than 20 years of car giveaways and has given more than 40 cars to Head Start families in need. Finally, Superintendent Colbert wished everyone a Happy Holiday.

- C. **Annual Division Update** - Yolanda Pyrtle, Division Director, Research and Evaluation Institute

- D. **Annual Division Update** - Trina Silva, Director, Education Foundation 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.

None.

- F. **Report of Board Committees - Committee Chairs**

None.

- G. **Monthly Financial Reports through 10/31/2024 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services**

Trustee Davis requested agenda items E.1., E.2., E.7, and G.1. be removed from the Consensus Agenda. Trustee Richard Cantu requested agenda item E.5. be removed from the Consensus Agenda.

Motion by Trustee Brown, seconded by Trustee Duhon to approve all items under the Consensus Agenda except items E.1, E.2, E.5, E.7 and G.1.

Motion passes with 7-0 voting to approve all items under the Consensus Agenda with the exception of agenda items E.1, E.2, E.5, E.7., and G.1.

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 October 2024

- B. Consider approval of the following Meeting Minutes:

- 1. October 16, 2024 Regular Board Meeting Minutes

- C. Consider ratification of the following grant awards:

- 1. **Consider ratification of grant funds totaling \$2,000,000 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 2 grant for the period 08/01/2024 through 07/31/2025. CASE for Kids anticipates serving 750 students.**
- 2. **Consider ratification of grant funds totaling \$1,521,224 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 4 grant for the period 08/01/2024 through 07/31/2025. CASE for Kids anticipates serving 936 students.**

3. **Consider acceptance of the Notice of Award (NOA) 06CH011535-05-05 from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) for a budget revision in the amount of \$478,553 for the budget period of 1/1/2024 through 12/31/2024.**

D. Consider approval of the following grant proposal:

1. **Consider approval of a grant proposal in the amount of \$14,045,792 for a five-year period, to the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start to provide Head Start and Early Head Start services to eligible children and families in east Harris County, Texas.**

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

3. **Consider ratification of Interlocal (Revenue) agreements for FY 2025 in the aggregate amount of \$552,475 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); Galena Park ISD for two (2) in-county annual contracts in the amount of \$47,600 (\$23,800 each); Galveston ISD for one (1) out of-county annual contracts in the amount of \$28,875 (\$28,875 each) for the contract period of 08/26/2024 through 06/05/2025; and Houston ISD for eight (8) in-county annual contracts in the amount of \$190,400 (\$23,800 each) for the contract period of 08/12/2024 through 06/30/2025.
4. **Consider ratification of Interlocal (Revenue) agreement for Center for Educator Success with Fort Bend ISD in an amount not to exceed \$195,000 to implement its Five-Year Certification and Support program (30 candidates; 10 seats per year) for the period of 09/01/2024 through 08/31/2029 (FY 24-25 through FY 28-29).**
5. **Consider ratification of Interlocal (Expenditure) agreements for FY 2025 in the aggregate amount of \$20,000 with CASE for Kids Project: CASE Debates and the following entities for the term of 09/16/2024 through 08/31/2025:** Alief ISD in the amount of \$7,500; Goose Creek Consolidated ISD in the amount of \$2,500; Spring Branch ISD in the amount of \$5,000; and YES Prep Public Schools-Brays Oaks in the amount of \$2,500; and YES Prep Public Schools-North Central in the amount of \$2,500 (a maximum of 200 students served).
6. **Consider approval of Interlocal (Revenue) agreement for Center for Safe and Secure Schools with Tejano Community Center/Raul Yzaguirre Schools for Success (RYSS) for one session of Professional Development of Basic ICS and NIMS for Campus and District Administration for an amount not to exceed \$2,125 on 12/13/2024.**
7. **Consider ratification of Memorandum of Understanding contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program with the following organizations:** Boys & Girls Club of Greater Houston; Boys & Girls Club of Brazoria County; Harris County Public Library; and Harris County Precinct One for the period of 10/01/2024 through 09/30/2025. The ASI program allows CASE for Kids to certify after-school investment of funds through collaborators as part of HCDE's Houston-Galveston Area Council contract. ASI provides allowable out-of-school time quality resources in return.

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

1. **Consider approval of the Contract Award for job no. 24/047TC for Maintenance (All Trades) and Job Order Contracting (JOC_IDIQ) Single Trade Component for the period of 11/20/2024 through 09/17/2025 with the following vendors: AZTECA Designs, Inc. dba Azteca Designs and Construction (24/047TC-07); Bear Construction Company (24/047TC-08); Cavalry Construction Company, LLC (24/047TC-10); Jesse A Bratton dba Cosmo Electric Services (24/047TC-12); and QSS, L.C. dba Quality Security Systems (24/047TC-23).**
2. **Consider approval of HCDE Interlocal agreements with: Brownfield ISD, Brownfield, Texas; Calhoun County, Port Lavaca, Texas; Grace Community Church of San Antonio, Universal City, Texas; Gulf Coast Water Authority, Texas City, Texas; Harris County Hospital District dba Harris Health, Houston, Texas; Harris County Emergency Services Department (ESD) No. 48, Katy, Texas; La Joya City, La Joya, Texas; Lamar CISD, Rosenberg, Texas; Riesel ISD, Riesel, Texas; and Troy ISD, Troy, Texas.**

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

1. **Consider approval of Interlocal agreement for Business Services with Allied States Cooperative (Education Service Center Region 18) to purchase goods/services not available through HCDE's Choice Partners cooperative program, including but not limited to the purchase of Special Schools software.**

H. Consider ratification of the following Revenue Agreements:

1. **Consider ratification of (Revenue) agreement with Tejano Center for Community Concerns in the amount of \$322,035 for the period of 09/01/2024 through 08/31/2025 for HCDE's Business Services (Accounting, Business, E-rate, Human Resources, Purchasing and Superintendent administrative support) to provide ongoing support and streamline processes.**

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

1. **Consider approval of amendment #3 to Interlocal (Revenue) agreement with Harris County from 04/25/2023 through 12/31/2026 for the amended budget line items and consolidation totaling the amount of \$7,100,000 for CASE for Kids to provide summer activities and projects, college and career readiness projects, program site visits, and coaching to each of the four Harris County Precincts.**

Motion made by Trustee Duhon, seconded by Trustee Brown to approve the amendment #3 to Interlocal (Revenue) agreement with Harris County from 04/25/2023 through 12/31/2026 for the amended budget line items and consolidation totaling the amount of \$7,100,000 for CASE for Kids to provide summer activities and projects, college and career readiness projects, program site visits, and coaching to each of the four Harris County Precincts.

Motion passes with 7-0 voting to approve.

2. **Consider ratification of Interlocal (Revenue) agreements for FY 2025 in the aggregate amount of \$1,264,200 with ABS West and the following districts:** Fort Bend ISD for nine (9) out-of-county annual contracts in the amount of \$259,875 (\$28,875 each), and Conroe ISD for fifteen (15) out-of-county annual contracts in the amount of \$433,125 (\$28,875 each) for the contract period of 08/26/2024 through 06/05/2025; Tejano Center for Community Concerns for one (1) in-county annual contract in the amount of \$23,800 (\$23,800 each) for the contact period of 09/17/2024 through 06/05/2025; and Houston ISD for twenty-three (23) in-county annual contract in the amount of \$547,400 (\$23,800 each) for the contract period of 08/12/2024 through 06/30/2025.

Motion made by Trustee Duhon, seconded by Trustee Brown to ratify the Interlocal (Revenue) agreements for FY 2025 in the aggregate amount of \$1,264,200 with ABS West and the following districts: Fort Bend ISD for nine (9) out-of-county annual contracts in the amount of \$259,875 (\$28,875 each), and Conroe ISD for fifteen (15) out-of-county annual contracts in the amount of \$433,125 (\$28,875 each) for the contract period of 08/26/2024 through 06/05/2025; Tejano Center for Community Concerns for one (1) in-county annual contract in the amount of \$23,800 (\$23,800 each) for the contact period of 09/17/2024 through 06/05/2025; and Houston ISD for twenty-three (23) in-county annual contract in the amount of \$547,400 (\$23,800 each) for the contract period of 08/12/2024 through 06/30/2025.

Motion passes with 7-0 voting to ratify.

5. **Consider ratification of the School-Based Therapy Services Interlocal (Revenue) agreement for the period of 08/16/2024 through 08/15/2025 in the aggregate amount of \$95,010 with the following district:** Dayton ISD (63 students served in FY2023) to provide therapy services.

Motion made by Trustee Cantu, seconded by Trustee Davis to ratify the School-Based Therapy Services Interlocal (Revenue) agreement for the period of 08/16/2024 through 08/15/2025 in the aggregate amount of \$95,010 with the following district: Dayton ISD (63 students served in FY2023) to provide therapy services.

Motion passes with 7-0 voting to ratify.

8. **Consider approval of Interlocal (Revenue) agreement for Center for Safe and Secure Schools with Tejano Community Center/Raul Yzaguirre Schools for Success (RYSS) for Development of School Behavioral Threat Assessment Manual for an amount not to exceed \$6,375 for the period of 12/02/2024 through 12/12/2024.**

Motion made by Trustee Davis, seconded by Trustee Brown to approve the Interlocal (Revenue) agreement for Center for Safe and Secure Schools with Tejano Community Center/Raul Yzaguirre Schools for Success (RYSS) for Development of School Behavioral Threat Assessment Manual for an amount not to exceed \$6,375 for the period of 12/02/2024 through 12/12/2024.

Motion passes with 7-0 voting to approve.

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

1. **Consider approval to amend CH Local FY 2025 to add Corgan Associates, Inc. (job 24/042IA)** in the aggregate amount not to exceed \$150,000 for architectural design services; increase Burlington English (job #22/044KN-01) by \$62,480 for an aggregate amount not to exceed \$170,000 for Adult Education technology services; increase the City of Houston Water by \$35,000 for an aggregate amount not to exceed \$160,000 for utilities; and increase HillCo Partners, LLC (job #20/038KJ) by \$10,000 for an aggregate amount not to exceed \$285,000 for governmental relations services.

Motion made by Trustee Davis, seconded by Trustee Cantu approval to amend CH Local FY 2025 to add Corgan Associates, Inc. (job 24/042IA) in the aggregate amount not to exceed \$150,000 for architectural design services; increase Burlington English (job #22/044KN-01) by \$62,480 for an aggregate amount not to exceed \$170,000 for Adult Education technology services; increase the City of Houston Water by \$35,000 for an aggregate amount not to exceed \$160,000 for utilities; and increase HillCo Partners, LLC (job #20/038KJ) by \$10,000 for an aggregate amount not to exceed \$285,000 for governmental relations services.

Motion passes with 7-0 voting to approve.

1. **Consider Approval of Resolution regarding House Bill 3033 Designation of Nonbusiness Days relating to Texas Public Information Act for calendar year 2025.**

Motion made by Trustee McGee, seconded by Trustee Cantu to approve Resolution regarding House Bill 3033 Designation of Nonbusiness Days relating to Texas Public Information Act for calendar year 2025.

Motion passes with 7-0 voting to approve.

2. **Consider adoption of Board Resolution to cast HCDE's votes for the Harris Central Appraisal District Board of Directors**

Trustee Davis requested to obtain legal advice in Executive Session regarding this item and to vote on this item after Executive Session.

3. **Consider approval of the proposed Annual Budget Calendar for Fiscal Year 2025-2026.**

Motion made by Trustee Duhon, seconded by Trustee McGee to approve the proposed Annual Budget Calendar for Fiscal Year 2025-2026.

Motion passes with 7-0 voting to approve.

4. **Consider approval of the Competitive Sealed Proposal (CSP) as the project delivery/contract method for the demolition, site clearing, and playground surface installation projects at Tidwell Head Start and LaPorte Head Start Centers.**

Motion made by Trustee Duhon, seconded by Trustee Brown to approve the Competitive Sealed Proposal (CSP) as the project delivery/contract method for the demolition, site clearing, and playground surface installation projects at Tidwell

Head Start and LaPorte Head Start Centers.

Motion passes with 7-0 voting to approve.

5. **Consider approval of Change Order #1 with Geofill Material Technologies dba Geofill Construction (CSP #23/0111A)** and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the change order for the Coolwood Head Start, Site Work, and Utilities Project, to install a Natural Gas Standby Generator and Gate Operators in the amount of \$1,313,687.

Motion made by Trustee Brown, seconded by Trustee Davis to approve Change Order #1 with Geofill Material Technologies dba Geofill Construction (CSP #23/0111A) and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the change order for the Coolwood Head Start, Site Work, and Utilities Project, to install a Natural Gas Standby Generator and Gate Operators in the amount of \$1,313,687.

Motion passes with 7-0 voting to approve.

The Board entered Executive Session at 2:35 p.m.

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, including, but not limited to, Superintendent's evaluation and contract.
 - 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 pending litigation against HCDE.

Board reconvened at 3:44 p.m.

10. **RECONVENE** for possible action on items discussed in executive session
 - 7.2. **Consider adoption of Board Resolution to cast HCDE's votes for the Harris Central Appraisal District Board of Directors**

Motion made by Trustee Dick, seconded by Trustee McGee to adopt Board Resolution to cast all 10 of HCDE's votes for the Harris Central Appraisal District Board of Directors to Melissa Noriega. Trustee Dick made a friendly amendment to his original motion, seconded by Trustee McGee to adopt Board Resolution to cast votes to Martina Lemond Dixon, Bill Frazer, Melissa Noriega, Paul Shanklin and Mike Sullivan.

Motion passes with 6-1 voting adopt Board Resolution to cast two votes to: Martina Lemond Dixon, Bill Frazer, Melissa Noriega, Paul Shanklin and Mike Sullivan, with Trustee Cantu voting nay.

A. Possible action regarding Superintendent's contract.

Motion made by Trustee McGee, seconded by Trustee Cantu to approve the Eleventh Amendment to the Superintendent's employment contract as discussed in executive session.

Motion passes with 7-0 voting to approve the Eleventh Amendment to the Superintendent's employment contract as discussed in executive session.

B. Possible action regarding pending litigation against HCDE.

Motion made by Trustee McGee, seconded by Trustee Dick to authorize the Superintendent to take action regarding the pending litigation involving CLTD as discussed in closed session and to negotiate, finalize, and execute any agreement relating thereto.

Motion passes with 7-0 voting to authorize the Superintendent to take action regarding the pending litigation involving CLTD as discussed in closed session to negotiate, finalize, and execute any agreement thereto.

9. **Discussion and possible action regarding future agenda items**

None.

11. **INFORMATION ITEMS**

A. **Human Resources**

1. Personnel
2. Employee Count

B. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 18, 2024, at 1:00 p.m.

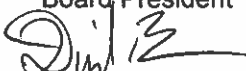
Motion made by Trustee McGee, seconded by Trustee Brown to adjourn the meeting.

Motion passes with 7-0 voting to adjourn.

Meeting adjourned at 3:53 p.m.



Amy Flores Hinojosa
Board President



David Brown
First Vice President