

Harris County Department of Education
Minutes of Regular Board Meeting
October 16, 2024

The Harris County Board of School Trustees met in regular session on October 16, 2024, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Amy Hinojosa, Board President, called the meeting to order at 1:02 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; Andrea Duhon, Richard Cantu, Eric Dick, and John McGee

Board Members Absent: David Brown, Board First Vice President; Erica Davis, Second Vice President

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; Lisa Caruthers, Senior Director CASE for Kids; 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; Leslie Edwards-Ethridge, Director Center for Safe and Secure Schools; Travita Godfrey, Principal Fortis Academy; Chris Hoesel, Director Information Technology; Eduardo Honold, Senior Director Adult Education; Jatata Hutton, Principal ABS West; Edna Johnson, Director Purchasing; Marcia Leiva, Chief Accounting Officer; Mercedes Love, Principal ABS East; Charles Ned, Senior Director Schools; Margaret Patton, Director Compliance and Curriculum Services; John Prestigiacommo, Director Facilities; Lindsey Sanders, Director Communications and Creative Services; Andrea Seagraves, Senior Director Center for Educator Success; Trina Silva, Education Foundation Community Development Director; Dr. Michelle Willaims, Executive Director Facilities; Courtney Waters, Principal Highpoint East

Visitors: None.

**Harris County Department of
Education Minutes of Regular Board
Meeting**

1. **Pledge of Allegiance to the US flag** - Annalisa Pablo, Manager, Therapy Services
2. **Pledge of Allegiance to the Texas flag** - Annalisa Pablo, Manager, Therapy Services
3. **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.

4. **REPORTS AND PRESENTATIONS**

- A. **Recognition of Principal's Appreciation Month** - Presentation by Dr. Charles Ned, Director, Schools Division

Dr. Charles Ned introduced HCDE's four principals: Travita Godfrey, Principal of Fortis Academy; Jatata Hutton, Principal of ABS West; Mercedes Love, Principal of ABS East and Courtney Waters, Principal of Highpoint East. Communications showed a brief video, The Principal's Roundtable.

- B. **Recognition of Head Start Awareness Month** - Presentation by Venetia Peacock, Senior Director, Head Start

Jamese Stancill, Head Start Assistant Director of Education/Operations, on behalf of Venetia Peacock, introduced a video by Communications about Head Start celebrating 25 years of service and its impact on serving students in the community.

- C. **Employee of the Month** - Danielle Clark, Chief Communications Officer on behalf of Dr. Tyrone Sylvester, Executive Director of Human Resources

Danielle Clark, Chief Communications Officer, introduced the October Employee of the Month, Arlita Kyles, Contract Specialist, Choice Partners. Communications showed a brief video regarding her role and impact.

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

Superintendent Colbert shared three recent events he attended. On October 3, 2024, Mr. Colbert attended the Heart of Education Foundation second annual luncheon. Superintendent Colbert expressed that he was impressed to see a combination of HCDE divisions working together celebrating a fantastic event and he's looking forward to next year's event. On October 10, 2024, Mr. Colbert attended the Choice Partners 19th Annual Nutrition and Product Expo, where students attended and sampled food they would like to have as options at their campuses. 139 vendors participated in the event. Superintendent Colbert congratulated Choice Partners for putting on a fantastic event. Lastly, from October 11 – 12, 2024, Superintendent Colbert traveled to San Antonio to attend the TABSE/NABSE Conference to present with Hilco on the Impact of Legislation in Public Education.

- E. **Annual Division Update** - John Prestigiacomio, Director Maintenance and Operations

F. **Annual Division Update** - Carie Crabb, Senior Director, School Based Therapy Services

Trustee Andrea Duhon arrived at 1:44 p.m.

G. **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.

Trustee Duhon commended Dr. Caruthers on a successful CASE Conference.

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

None.

I. **Monthly Financial Reports through 09/30/2024** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Motion made by Trustee McGee, seconded by Trustee Cantu to approve all items under the Consensus Agenda.

Motion passes with 5-0 voting to approve all consensus agenda items.

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 September 2024

B. Consider approval of the following Meeting Minutes:

1. September 18,2024 Feasibility Committee Meeting Minutes
2. September 18, 2024 Regular Board Meeting Minutes

C. Consider acceptance of the following grant awards:

1. **Consider acceptance of the Notice of Award (NOA) 06CH011535-05-04** 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 \$233,514 for LAP-D assessment/screener and soft cost for the preparation of form1303 playground applications.
2. **Consider acceptance of the Notice of Award (NOA) 06CH011535-05-03** from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) in the amount of \$114,020 for a budget revision of operation funds from Personnel to Contractual for soft costs related to Coolwood Head Start 1303 application for the period of 01/01/2024 through 12/31/2024.

3. **Consider acceptance of the Notice of Award (NOA) 06HP000311-05-02** 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 \$9,220 to purchase a refrigerator freezer for Barrett Station Early Head Start.
4. **Consider acceptance of Hogg Foundation for Mental Health Grant** to Harris County Department of Education Head Start in the amount of \$8,000 to support the Healthy Minds Healthy Children project.
5. **Consider ratification of acceptance of the Notice of Award (NOA) 06HP000559-01-01** from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) to waive the 15 percent limitation on Administrative Cost for the Early Head Start-Child Care Partnership grant 06HP000559 for the period of 09/01/2024 through 08/31/2025.

D. Consider approval of the following grant proposals:

1. **Consider approval to submit a Carryover Facilities 1303 grant application** for the replacement of playground at La Porte Head Start (\$478,553) and a Supplement 1303 Facilities grant application for the replacement of playground at Tidwell Head Start (\$474,150) in the amount of \$952,703 to the Department of Health and Human Services (HHS) Administration for Children and Families (ACF), Office of Head Start (OHS) for grant 06CH011535.
2. **Consider approval of a partnership agreement with Tejano Center for the participation in joint projects and grant proposal** to the Environmental Protection Agency (EPA) to improve energy and air quality in respective jurisdictions.

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

1. **Consider ratification of FY2025 Interlocal (Revenue) Agreements for Academic and Behavior School West in the aggregate amount of \$1,011,325, for the period of 08/26/2024 through 06/05/2025 with the following districts:** Brenham ISD for four (4) out-of-county annual contracts in the amount of \$115,500 (\$28,875 each), El Campo ISD for two (2) out of-county annual contracts in the amount of \$57,750 (\$28,875 each); Navasota ISD for one (1) out of-county annual contract in the amount of \$28,875 (\$28,875 each); Pasadena ISD for twenty-five (25) in-county annual contracts in the amount of \$595,000 (\$23,800 each); Tomball ISD for two (2) in-county annual contracts in the amount of \$47,600 (\$23,800 each); **and amend** Katy ISD to increase from six (6) to seven (7) in-county annual contracts in the amount of \$166,600 (\$23,800 each).
2. **Consider ratification of FY2025 Interlocal (Revenue) Agreements in the aggregate amount of \$557,550 for Academic and Behavior School East for the contract period of 08/26/2024 through 06/05/2025 with the following districts:** Cleveland ISD for three (3) out of-county annual contracts in the amount of \$57,750 for two (2) units, one (1) unit was rolled over from FY24 Annual Contract (\$28,875 each); Dayton ISD for twelve (12) in-county annual contracts in the amount of \$285,600 (\$23,800 each); Goose Creek CISD for eight (8) in-county annual contracts in the amount of \$190,400 (\$23,800 each); **and amend** Channelview ISD to decrease the aggregate amount from \$47,600 to \$23,800 (a decrease of \$23,800) for one (1) unit for a total of one (1) unit

(in-county \$23,800 each).

3. **Consider ratification of Interlocal (Revenue) ESY (Extended School Year) Agreement for FY 2024 in the aggregate amount of \$78,000 for Academic and Behavior West with the following district:** Houston ISD for thirteen (13) in-county ESY contracts (\$6,000 each) for the period of 06/05/2024 through 07/11/2024.
 4. **Consider ratification of Interlocal (Revenue) ESY (Extended School Year) Agreement for FY 2024 in the aggregate amount of \$18,000 for Academic and Behavior East with the following district:** Houston ISD for three (3) in-county ESY contracts (\$6,000 each) for the period of 06/05/2024 through 07/11/2024.
 5. **Consider ratification of Interlocal (Revenue) Agreements for School-Based Therapy Services, in the aggregate amount of \$99,015, with the following districts:** Aristoi Classical Academy (0 students served in FY2024) in the amount of \$35,020; Conroe ISD (10 students served in FY2024) in the amount of \$9,605; Pasadena ISD (3 students served in FY2024) in the amount of \$9,785; Sam Houston Charter School (2 students served in FY2024) in the amount of \$10,615 for the period of 08/16/2024 through 08/15/2025 and Stafford MSD (23 students served in FY2024) in the amount of \$33,990 for the period of 09/01/2024 through 08/31/2025 to provide therapy services.
 6. **Consider ratification of Interlocal (Revenue) Agreement for Records Management Services with Houston Community College for the period of 10/01/2024 through 09/30/2025, in the amount of \$25,000** to perform record management services.
 7. **Consider Approval of Interlocal (Non-Monetary) Agreement for Center for Safe and Secure Schools with Waller ISD** for a Youth Mental Health First Aid all-day training session to be held on 11/05/2024.
- F. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of the Contract Award for job no. 24/052SG for Scientific Equipment and Related Items for the period of 10/16/2024 through 10/15/2025 with the following vendors:** Gaumard Scientific Co., Inc. (24/052SG-01); Nasco Education, LLC (24/052SG-02), and School Specialty, LLC (24/052SG-03).
 2. **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 10/16/2024 through 09/17/2025 with the following vendors:** Digital Air Control, Inc., dba DAC Inc. (24/047TC-14); Dynamic Systems, Inc. (24/047TC-15); NUR Electrical Services Inc. (24/047TC-21); and Tarkett USA, Inc. (24/047TC-28).
 3. **Consider approval of HCDE Interlocal Agreements with:** Central Texas Housing Consortium, Temple, Texas; Fort Worth Transportation Authority dba Trinity Metro, Fort Worth, Texas; Harris County Emergency Services Department No. 7, Spring,

Texas; Impact Public Schools, Tukwila, Washington; McKinney Municipal Utility District No. 1 Collin County, McKinney, Texas; Montgomery County Emergency Services Departments No. 1, Willis, Texas; Progreso Independent School District, Progreso, Texas; Putnam County School Board District, Palaka, Florida; Tempe Union High School district No. 213, Tempe, Arizona; Wise County, Decatur, Texas; and City of Yuma, Yuma, Arizona.

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

1. **Consider approval to amend CH Local FY 2024 to add \$20,000 for Spalding, Nichols, Lamp, Langlois in the aggregate amount not to exceed \$420,000.** The original amount was an estimate of projected and budgeted expenditures for various divisions.
2. **Consider approval of the Contract Award for job no. 24/037DR-2 for Advisors, Coaches, Consultants, Counselors, Speakers and Trainers for the period of 10/16/2024 through 10/15/2029 with the following vendors:**Aspire & Reach Educational Consulting Services, LLC; beYOUNDthewrds Inc. dba beYOUNDthewrds Studios Foundation, Inc.; Boykins Youth Foundations; Dream to Vision Education, Inc; From Dreams 2 Reality; WRT Enterprise Group, LLC dba Wendy Richard Tilford Education Services; Lateralus Group LLC; Roads Consulting Group; The SpyGlass Group, LLC; TheTechExpects LLC; and WestEd.
3. **Consider approval of the Contract Award for job no. 24/056TD for Licensed Real Estate Appraisal Services, for the period of 11/01/2024 through 10/31/2029, to the following vendors:**Atrium Real Estate Services, LLC; BBG, Inc; JLL Value and Risk Advisory Services, LLC; National Appraisal Partners, LLC; Salem Valuation Solutions; VPA Houston & Dallas, Inc. dba Valbridge Property Advisors Houston.
4. **Consider approval to amend CH Local FY 2025 to add \$100,000 for McGriff Seibels & Williams (job 21/067IA) in the aggregate amount not to exceed \$1,300,000 for HCDE property insurance.**

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

1. **Consider approval to adopt tax rate of \$.004799 per \$100 valuation for Tax Year 2024 (FY 24-25) in accordance with the Truth in Taxation laws codified in Chapter 26 and amended by the 88th Legislature.**

Motion made by Trustee Cantu, seconded by Trustee McGee, approve the adoption of the tax rate of \$.004799 per \$100 valuation for the Tax Year 2024 (FY 24-25) in accordance with the Truth in Taxation laws codified in Chapter 26 and amended by the 88th Legislature.

Motion passes with 5-0 voting to approve.

2. **Consider Ratification of Amendments to the AIA G802 Agreement with English + Associates Architects (job no. 20/043IA) in the aggregate amount of \$102,770 for services associated with storm damage from Hurricane Beryl to include roof repairs and a new generator at the new Coolwood Head Start location.**

Motion made by Trustee Duhon, seconded by Trustee McGee to ratify amendments to the AIA G802 Agreement with English + Associates Architects (job no. 20/0431A) in the aggregate amount of \$102,770 for services associated with storm damage from Hurricane Beryl to include roof repairs and a new generator at the new Coolwood Head Start location.

Motion passes with 5-0 voting to ratify.

3. Consider ratification of HCDE Schools Division 2024-2025 Professional Development Plan 08/26/2024 - 08/31/2025.

Motion made by Trustee Duhon, seconded by Trustee Eric Dick to ratify the HCDE Schools Division 2024-2025 Professional Development Plan 08/26/2024 – 08/31/2025.

Motion passes with 5-0 voting to ratify.

4. Consider approval for the HCDE Records Management Division to purchase four (4) 2024 Chevrolet Express Vans from Parkway Chevrolet, Inc., (BuyBoard Contract Number: 724-23) for an amount not to exceed \$204,828.

Motion made by Trustee Duhon, seconded by Trustee Dick to approve HCDE Records Management Division to purchase four (4) 2024 Chevrolet Express Vans from Parkway Chevrolet, Inc. (BuyBoard Contract Number: 724-23) for an amount not to exceed \$204,828.

Motion passes with 5-0 voting to approve.

5. Consider approval of Change Order #1 for the Barrett Station Head Start Playground (CSP #24/039TD) with EMA Sport Solutions, LLC, Inc. for the site work, civil work, and playground surface and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute Change Order #1, extending Substantial Completion to 9/18/2024. Cost estimate of work to be completed or corrected: \$8,500.

Motion made by Trustee Duhon, seconded by Trustee Cantu to approve Change Order #1 for Barrett Station Head Start Playground (CSP#24/039TD) with EMA Sport Solution, LLC, Inc. for the site work, civil work, and playground surface and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute Change Order #1, extending Substantial Completion to 9/18/2024. Cost estimate of work to be completed or corrected: \$8,500.

Motion passes with 5-0 voting to approve.

The Board entered into Executive Session at 2:16 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.

- B. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.

The Board returned from Executive Session at 2:46 p.m.

10. **RECONVENE** for possible action on items discussed in executive session

9. Discussion and possible action regarding future agenda items

Trustee Cantu requested a report regarding the Education Foundation of Harris County's recent luncheon and fundraising efforts.

11. **INFORMATION ITEMS**

1. **Risk Assessment Report for Fiscal Year 2024**

2. **Submission of grant proposal to the U.S. Department of Transportation** in the amount of \$15 million to implement the Charging for the Future project, which will install electric vehicle charging stations at HCDE sites on Irvington Blvd. and Crosstimbers, and other locations in partnership with a community organization. The charging stations will help reduce greenhouse gas emissions and fill in gaps in accessing alternative fuel infrastructure in economically disadvantaged communities. Requested funds will provide opportunities for workforce development and small business participation during the project.

A. **Human Resources**


1. Personnel
2. Employee Count

10. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 20, 2024, at 1:00 p.m.


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

Motion passes with 5-0 voting to adjourn.

Meeting adjourned at 2:50 p.m.



Amy Flores Hinojosa
Board President



David Brown
First Vice President