

**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 **16th day of May 2017 at 9:00 a.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
May 16, 2017
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held May 16, 2017, beginning at 9:00 a.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

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** - Chaney Williams-Ledet, Educator Certification and Professional Advancement Division
2. **Pledge of Allegiance to the US flag** - Yolanda Jason, Educator Certification and Professional Advancement Division
3. **Pledge of Allegiance to the Texas flag** - Yolanda Jason, Educator Certification and Professional Advancement Division
4. **Open Forum** - Gov't Code 551.003 (5) - 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. **Annual update on the HCDE Educator Certification and Professional Advancement Division** - Lidia Zatopek, Director
 - B. **Annual update on the HCDE Communications and Technology Divisions** - Helen Spencer, Chief Information Officer
 - C. **Report of the Board Feasibility Subcommittee** - Don Sumners
 - D. **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.
 - E. **Monthly Financial Reports through 04/30/2017** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. **Consider approval of the following Business Services items:**

1. Monthly Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for April 2017

B. **Consider approval of the 04/18/2017 Board Meeting Minutes.**

C. **Consider approval of grant application to Texas Council for Developmental Disabilities in the amount of \$7,500 to host the Autism Conference in Fall 2017.** Conference will serve 100 teachers and parents and focus on best practices to assist children with autism spectrum disorders.

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

1. **Interlocal (revenue) contract with Huffman Independent School District for the HCDE Teaching and Learning Center** to provide Math professional development services for the period of 07/25/2017 through 10/31/2017 in the amount of \$6,000.
2. **Interlocal (revenue) contract with Tomball Independent School District for the HCDE Teaching and Learning Center** to provide Science professional development services for the period of 06/05/2017 through 06/06/2017 in the amount of \$2,720.
3. **Interlocal (revenue) contract with La Porte Independent School District for the HCDE Teaching and Learning Center** to provide Math professional development services for the period of 05/30/2017 through 06/30/2017 in the amount of \$4,800.
4. **Interlocal (revenue) contract with Lamar Consolidated Independent School District for the Teaching and Learning Center** to provide Math professional development services for the period of 06/13/2017 through 07/24/017 in the total amount not to exceed \$7,500.
5. **Interlocal (revenue) contract with Alief Independent School District for the HCDE Teaching and Learning Center** to provide English Language Arts professional development services for the period of 07/24/2017 through 07/27/2017 in the amount of \$2,000.
6. **Interlocal (revenue) for FY 2018 in the aggregate amount of \$79,200 with La Porte Independent School District for Highpoint East** for eight (8) annual student contracts in the amount of \$79,200 (in-county \$9,900).
7. **Interlocal (revenue) contract for School-Based Therapy Services for FY 2017 in the aggregate amount of \$5,450** with Clear Creek ISD Special Services in the amount of \$4,500 (new contract) and Waller ISD in the amount of \$950 (new contract).
8. **Interlocal (revenue) contract for School-Based Therapy Services for FY 2018 in the amount of \$9,712 with Barbers Hill Independent School District** (4 students served in FY 2017).

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

1. **Contract renewal option for job no.13/050PB for Modular Buildings and All Occupancy Ready Related Services with the following vendor:** GroundFORCE Building Systems, LLC for the period of 06/18/2017 through 06/17/2018.
2. **Contract renewal option for job no. 14/018TJ for Chemical Products and Services with the following vendors:**Auto-Chlor Services, LLC; EcoLab Inc.; Cordell Incorporated (dba Hygeia Enviro-Clean); Magnus Procurement & Logistic Solution, Inc. and PortionPac Chemical Corporation for the period 08/01/2017 through 07/31/2018.
3. **Contract renewal option for job no. 14/020MP for Office Supplies and Related Items with the following vendors:** Western - BRW Paper Company, Inc. d/b/a Bosworth Papers; Butler Business Products, LLC; Challenge Office Products, Inc.; Jerry LaTour d/b/a Hallmark Office Products, Inc.; Reliant Business Products, Inc.; School Specialty, Inc. and Tejas Office Products, Inc. for the period 06/17/2017 through 06/16/2018.
4. **Contract renewal option for job no. 14/021JN for IDIQ Heating, Ventilating and Air Conditioning (HVAC) with the following vendors:** A/W Mechanical Services, LP; Dura Pier Facilities Services, Ltd d/b/a Facilities Sources; HVAC Mechanical Services of Texas, Ltd d/b/a Hunton Services and Letsos Company for the period 06/17/2017 through 06/16/2018.
5. **Contract renewal option for job no. 15/021KC for Insurance and Third Party Administration Services with the following vendor:**Tristar Risk Management for the period 05/19/2017 through 05/18/2018.
6. **Contract renewal option for job no. 15/022TJ for Produce and Other Specialty items with the following vendors:** Brothers Produce, Inc.; Chefs Produce of Houston, Inc.; Hardie's Fruit and Vegetable Co.- Houston L.P (dba Hardie's Fresh Foods), and Scarmardo Produce Inc. for the period 08/01/2017 through 07/31/2018.
7. **Contract renewal option for job no. 15/037JN for Fire, Safety, Security, Surveillance Equipment and Installation Services with the following vendors:** Digital Air Control, Inc. and QSS, LLC d/b/a Quality Security Systems for the period 6/16/2017 through 6/15/2018.
8. **Contract renewal option for job. 16/016TJ for Commodity Processing of USDA Foods with the following vendors:** AdvancePierre Foods, Inc.; Alpha Foods Co; Chinese Food Solutions, Inc. (dba Asian Food Solutions); Basic American, Inc. (dba Basic American Foods); Bongards Creameries; Cargill Kitchen Solutions Inc; ConAgra Foods, Inc.; Lamb Weston; Goodman Food Product (dba Don Lee Farms); ES Foods; Foster Poultry Farms (dba Foster Farms); Pilgrim's Pride Corporation; High Liner Foods (USA) Inc.; Let's Do Lunch, Inc. (dba Integrated Food Service); Smucker Foodservice, Inc.; J R Simplot Company; J.T.M. Provisions Co., Inc.; Jennie-O Turkey Store Sales, LLC; Land O' Lakes, Inc.; M.C.I. Foods, Inc.; Maid-Rite Specialty Foods, LLC; McCain Foods USA, Inc.; Michael Foods, Inc.; National Food Group Inc.; Out of the Shell, LLC (dba Yang's 5th Taste); Peterson Farms Fresh, Inc.; Calfed Financial Corporation (dba Red Gold, LLC); Rich Chicks; Rich Products Corporation; Rose & Shore; Schwan's Food Service, Inc.; Tabatchnick Fine Foods, Inc.; Tasty Brands LLC; The Father's Table, LLC; Trident Seafoods Corp.; Tyson Prepared Foods, Inc.; Wawona Frozen Foods, Inc. for the period 07/01/2017 through 06/30/2018.
9. **Contract renewal option for job no. 16/025TJ for Frozen and Chilled Beverages with the following vendors:**Sunny Sky Products, LLC. and Trident Beverage, Inc. for the period 08/01/2017 through 07/31/2018.

10. **Contract renewal option for job. 16/029TJ Commercial Food Distributor with the following vendors:** Gordon Food Service, Inc.; Jake's Finer Foods, Inc. and Labatt Institutional Supply Company (dba Labatt Food Service LLC) for the period of 08/01/2017 through 07/31/2018.
 11. **Contract renewal option for job no. 16/034KC for Athletic and Physical Education Supplies and Related Items for the following vendors:** Custom Sportswear, Inc.; Educator's Depot, Inc.; Michele M. Summerall d/b/a Getpoms.com; The Prophet Corporation d/b/a Gopher Sport/Play with a Purpose/Gopher Performance; North Houston Athletics, LLC; Richey & Son, Inc. d/b/a Richey Athletics; School Specialty, Inc.; Sideline Interactive, LLC; Soccer 4 All, Inc.; The Soccer Wall Company d/b/a Soccer Innovations and Varsity Brands Holding Co., Inc. / BSN Sports, LLC d/b/a U.S. Games for the period 06/21/2017 through 06/20/2018.
 12. **Contract renewal option for job no. 16/035KC for Boxes, Packaging Supplies, Freight Services and Related Items with the following vendors:** Cardinal Delivery Service, LLC and Veritiv Operating Company for the period 06/21/2017 through 06/20/2018.
 13. **Contract renewal option for job no. 16/036CG for High Quality Printing, Copying and Related Items with the following vendors:** Houston Independent School District; Long Plan Printing, Inc. d/b/a LP Printing; Color One Systems, Inc. d/b/a Texas Litho and Thomas Reprographics, Inc. d/b/a Thomas Printworks for the period 06/21/2017 through 06/20/2018.
 14. **Contract award for job no. 17/023TJ Dairy and Other Related Products for vendors** offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: Borden Dairy Company (dba Borden Dairy Company of Texas, LLC) for the period 08/01/2017 through 07/31/2018.
 15. **Contract award for job no. 17/029TJ Bottled Drinking Water, Coolers, and Other Related Products** to the vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: DS Services of America, Inc. (dba Sparkletts); Lone Star Coffee, LLC.; Nestle Waters North America (dba ReadyRefresh by Nestle, a division of Nestle Waters North America), and Quench USA, Inc. for the period 06/20/2017 through 06/19/2018.
 16. **Contract award for job no. 17/031TJ Bread Products** for vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: Kurz & Co. for the period 08/01/2017 through 07/31/2018.
 17. **HCDE Governmental Services with:** Bay City Library Association, Bay City, Texas; Cerritos city of, Los Angeles, California; Farmersville ISD, Farmersville, Texas; Harlingen city of, Harlingen, Texas; Howard College, Big Spring, Texas; Hutto ISD, Hutto, Texas; Lake Jackson city of, Lake Jackson, Texas; Purple Hearts, Inc., Fort Worth, Texas; Reeves County, Pecos, Texas; Riverbend Retreat Center, Glen Rose, Texas; Santa Fe Public School District, Santa Fe, New Mexico; Wallis city of, Wallis, Texas; Washington County, Brenham, Texas; Kennedale ISD, Kennedale, Texas and BakerRipley, Houston, Texas
- F. Consider approval of the following items for Internal Purchasing:
1. **Contract renewal options for job no. 16/045YR for CASE After School and Summer Direct Service Providers with the following vendors:** FamilyPoint Resources and Math-A-Matics Tutoring, LLC for the period of 06/21/17 through 06/20/2018.

2. **Contract renewal option for job no. 16/023YR for Nutrition Services Consultant with the following vendor:** Community Nutrition Outreach Services for the period of 06/21/17 through 06/20/2018.
3. **Contract renewal option for job no. 15/027KJ for Head Start Substitute Teachers and Teacher Aides with the following vendor:** BlazinBrook Preparatory Schools of the Artz for the period of 06/15/2017 through 06/14/2018.
4. **Contract renewal options for job no. 15/028LB for CASE After School and Summer Direct Service Providers with the following vendors:** City Artworks, Houston Ballet Foundation, Jump Bunch, Adaptive Instructional Modeling, LLC, Bayou Fencing Academy, Inc., Houston Tennis Association, Inc., FotoFest Literacy Through Photography, Building Brains, Inc., Kids Robotic Academy, LLC, Bot Shop, LLC, Cultured Pearls Creative, Young Audiences of Houston, Young Picassos, The Ensemble Theatre, Dinky Drum Company, LLC, and Leraldo Anzaldua for the period of 05/16/17 through 04/20/18.
5. **Contract renewal options for job no. 16/024YR for Speech Language Pathology Services with the following vendors:** Bertha L. St. John/Solid Rock Speech Language Clinic and Maxim Staffing Solutions for the period of 06/21/2017 through 06/20/2018.
6. **Contract award for job no. 17/032YR CASE for Kids Consultants and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Abundance Educational Consulting, LLC; Dr. Mary E. White International, LLC; Girlstart; Innovation Bridge, Inc.; Lisa K. Bailey; and Namitzi Yoga for the period of 05/16/2017 through 05/15/2022 subject to annual appropriations of funding.
7. **ACTION ITEMS - NON-CONSENSUS**
 - A. **Consider reorganization of the HCDE Board of Trustees' Officers.**
 - B. **Consider approval to submit a \$395,050 non-federal share waiver request to the U.S. Department of Health and Human Services for Early Head Start Expansion and Early Head Start - Child Care Partnership programs in fiscal year 2016-2017.**
 - C. **Consider approval of a \$2,086,000 request to the US Department of Health and Human Services for continued funding of HCDE's Early Head Start-Child Care Partnerships and Expansion grant for the 09/01/2017 to 08/31/2018 budget period.**
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. **Employment:**
Principal, Recovery High School
 - B. **Deliberate superintendent's recommendation to award Non-Chapter 21 Contracts for 2017- 2018:**
Assistant Superintendent, Business Services
Construction Director, Facilities
Director, Texas Virtual School Network
Director, Head Start
Director, Safe and Secure Schools
Director, Records Management

Director, Choice Partners
Director, Client Engagement
Director, Adult Education
Executive Director, Facilities
Director, Communications
Director, Purchasing
Senior Director, Head Start
Maintenance Director, Facilities
Senior Director, School-Based Therapy Services
Director, Center for Grants Development
Chief Information Officer, Technology
Director, Center for Afterschool, Summer and Expanded Learning
Chief Accounting Officer, Business Services
Executive Director, Human Resources
Director, Research and Evaluation Institute
Director, Technology
Special Assistant to Superintendent, Administration

C. **Deliberate superintendent's recommendation to award Chapter 21 Contracts for 2017-2018:**

Principal, Academic & Behavior School East
2 Assistant Principals, Academic & Behavior School East
Board Certified Behavior Analyst, Academic & Behavior School East/West
Counselor, Academic & Behavior School East
Nurse, Academic & Behavior School East
20 Teachers, Academic & Behavior School East
Transition Specialist, Academic & Behavior School East
Principal, Academic & Behavior School West
2 Assistant Principals, Academic & Behavior School West
Counselor, Academic & Behavior School West
Nurse, Academic & Behavior School West
20 Teachers, Academic & Behavior School West
Principal, Highpoint School East
Counselor, Highpoint School East
2 Nurses, Highpoint School East
17 Teachers, Highpoint School East
2 Transition Specialists, Highpoint School East
Principal, Recovery High School
4 Teachers, Recovery High School
Director, Education Certification and Professional Advancement
Curriculum and Compliance Officer, Educator Certification and Professional Advancement
Leadership Advancement Officer, Educator Certification and Professional Advancement
Senior Director, Teaching and Learning Center
Director, Teaching and Learning Center
5 Curriculum Directors, Teaching and Learning Center
Digital Education and Innovation Specialist, Teaching and Learning Center
Curriculum Director, Schools
2 Assistant Superintendents, Administration

D. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**

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

A. **Employment:**

Principal, Recovery High School

B. **Consider approval of superintendent's recommendation to award Non-Chapter 21**

Contracts for 2017- 2018:

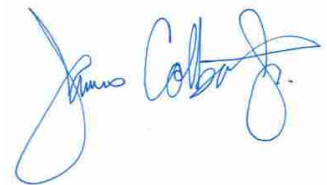
Assistant Superintendent, Business Services
Construction Director, Facilities
Director, Texas Virtual School Network
Director, Head Start
Director, Safe and Secure Schools
Director, Records Management
Director, Choice Partners
Director, Client Engagement
Director, Adult Education
Executive Director, Facilities
Director, Communications
Director, Purchasing
Senior Director, Head Start
Maintenance Director, Facilities
Senior Director, School-Based Therapy Services
Director, Center for Grants Development
Chief Information Officer, Technology
Director, Center for Afterschool, Summer and Expanded Learning
Chief Accounting Officer, Business Services
Executive Director, Human Resources
Director, Research and Evaluation Institute
Director, Technology
Special Assistant to Superintendent, Administration

C. **Consider approval of superintendent's recommendation to award Chapter 21**

Contracts for 2017-2018:

Principal, Academic & Behavior School East
2 Assistant Principals, Academic & Behavior School East
Board Certified Behavior Analyst, Academic & Behavior School East/West
Counselor, Academic & Behavior School East
Nurse, Academic & Behavior School East
20 Teachers, Academic & Behavior School East
Transition Specialist, Academic & Behavior School East
Principal, Academic & Behavior School West
2 Assistant Principals, Academic & Behavior School West
Counselor, Academic & Behavior School West
Nurse, Academic & Behavior School West
20 Teachers, Academic & Behavior School West
Principal, Highpoint School East
Counselor, Highpoint School East
2 Nurses, Highpoint School East
17 Teachers, Highpoint School East
2 Transition Specialists, Highpoint School East
Principal, Recovery High School
4 Teachers, Recovery High School
Director, Education Certification and Professional Advancement
Curriculum and Compliance Officer, Educator Certification and Professional Advancement
Leadership Advancement Officer, Educator Certification and Professional Advancement
Senior Director, Teaching and Learning Center
Director, Teaching and Learning Center
5 Curriculum Directors, Teaching and Learning Center
Digital Education and Innovation Specialist, Teaching and Learning Center
Curriculum Director, Schools
2 Assistant Superintendents, Administration

10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **April 2017 Employee Count**
 - C. **Submission of grant proposal to the Elkins Foundation in the amount of \$15,000 to support Teaching and Learning Center-Science's Weather Applications to Teach Environmental Resilience (WATER) Project.** Project focuses on Geographic Information Systems and plans to serve 150 students.
 - D. **Submission of a proposal to Menninger BridgeUp for a Magic Model Grant totaling \$106,000 to support the Rethinking Interventions for Student Expectation: Uplifting Pupils (RISE UP) initiative.** HCDE's Center for Safe and Secure Schools, Research and Evaluation Institute and Teaching and Learning Center are collaborating with Family Houston; Houston reVision to implement social emotional learning at Spring Independent School District's Bammel Middle School.
 - E. **Submission of proposal to Menninger BridgeUp for a Magic Grant totaling \$25,000 to support the CASE for Kids Social Emotional Learning (SEL) Integration From Theory to Practice Project.** If funded, the project would service 40-60 students in Galena Park ISD's Ninth Grade Campus and Houston ISD's Forest Brook and Sharpstown International campuses.
 - F. **Submission of grant proposal to M.D. Anderson Foundation in the amount of \$15,000 to support Teaching and Learning Center - Science's Weather Applications to Teach Environmental Resilience (WATER) project.** Project focuses on Geographic Information Systems and plans to serve 150 students.
 - G. **HCDE Area I Head Start USDA Meal Totals for the month of March 2017;** this information was derived from the free standing centers, as well as those that are a part of a multi-service center. It is the count of the students' attendance, breakfasts, lunches, and PM snacks
 - H. **HCDE Area I Head Start Performance Report** for the month of March 2017
 - I. **HCDE Donation/Sponsor Report for April 2017**
11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, June 20, 2017 , Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 9:00 a.m.



James Colbert, Jr.
County School Superintendent