

**Harris County Department of Education  
Minutes of Regular Board Meeting  
May 16, 2018**

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The Harris County Board of School Trustees met in regular session on May 16, 2018 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Louis Evans, Board President, called the meeting to order at 1:26 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:** Louis Evans, Board President; Eric Dick, Board Vice President; George Moore; Don Sumners; Diane Trautman

Erica Lee Carter participated in the meeting via Skype.

Mike Wolfe arrived at 2:19 p.m.

**Board Members Absent:** None

**Board Attorney:** Sarah Langlois

**Administration:** James Colbert, Jr., County School Superintendent; Jesus Amezcua, CPA, Assistant Superintendent for Business Services; Kimberly McLeod, Assistant Superintendent for Education and Enrichment; and Jonathan Parker, Assistant Superintendent for Academic Support

Darlene Breaux, Director Research and Evaluation; Karla Cantu, Board Secretary; Lisa Caruthers, Director CASE for Kids; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners Cooperative; Angela Johnson, Interim Director Adult Education; Tammy Lanier, Director Communication & Public Engagement; Greg Lookabaugh, Senior Director Facilities; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Helen Spencer, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Lidia Zatopek, Director Alternative Certification

**Visitors:** Andrea Duhon, Josh Wallenstein, Danny Norris;

1. **Invocation** - Janet Wachs, Client Engagement
2. **Pledge of Allegiance to the US flag** - Lindsey Sanders, Communications and Community Enrichment
3. **Pledge of Allegiance to the Texas flag** - Lindsey Sanders, Communications and Community Enrichment
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.  
*Josh Wallenstein addressed the Board regarding the services provided by HCDE and highlighted the possibilities for the citizens if HCDE continues to harness resources.*  
*Johnathan Miller addressed the Board regarding the importance of attendance to the HCDE Board meetings and highlighted the fact that Mike Wolfe is usually not present.*  
*Danny Norris addressed the Board regarding his reasons for running for the HCDE Board.*
5. **Reports and presentations:**
  - A. **Superintendent Monthly Report** - James Colbert, Jr.  
*Superintendent Colbert reported on HCDE's Teacher of the Year program held May 15, 2018 at the HCDE Conference Center; teacher JoAnna Lee won. Mr. Colbert shared that this event will continue and perhaps be expanded into other divisions. Senator Ted Cruz visited the Head Start 5<sup>th</sup> Ward Center and read the Three Little Pigs to the children. Colbert reported on his attendance to the HEB Excellence in Education awards and the Adult Education graduation ceremony taking place May 19, 2018.*
  - B. **Annual update on the HCDE Communication and Community Enrichment Division** - Helen Spencer, Chief Information Officer
  - C. **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.  
*Louis Evans reported on his attendance to the Special Board meeting at Fortis Academy along with Don Sumners and Mike Wolfe.*  
*Erica Lee Carter reported on her attendance to the All Earth Ecobot Challenge on April 21, 2018 and congratulated all participants.*
  - D. **Report of the Board Feasibility Subcommittee** - Don Sumners reported on the virtual reality presentation by the architects on the new AB West campus.
  - E. **Monthly Financial Reports through 04/30/2018** - Jesus Amezcua, Assistant Superintendent for Business Services

*Motion made by Diane Trautman, seconded by George Moore to approve all items in the Consensus Agenda.*

*Motion passed with 6-0 voting to approve.*

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 2018

B. **Consider approval of the following Board Meeting Minutes:**

1. 04/18/2018 Policy Committee Meeting
2. 04/18/2018 Board Meeting

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

1. **Interlocal (revenue) contract for FY 2018 in the aggregate amount of \$162,400 with Academic and Behavior School West with the following district: Aldine ISD** for eight (8) in-county annual contract in the amount of \$162,400 (\$20,300 each) for the contract period of 08/28/2017 through 06/06/2018.
2. **Interlocal (revenue) contracts for FY 2019 in the aggregate amount of \$405,900 with Highpoint School East with the following district: Channelview ISD** for forty-one (41) in-county annual contracts in the amount of \$405,900 (in-county \$9,900 each) for the contract period of 08/27/2018 through 06/06/2019.
3. **Interlocal (revenue) contract with City of Galveston for Records Management Services beginning 03/26/2018** in the amount of \$5,000 annual membership, plus optional services.

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

1. **Contract award for job. 18/027TJ for Commodity Processing of USDA Foods Amendment 1 (updated for state guidelines template) with the following vendors:**Alpha Foods Co; Chinese Food Solutions, Inc. (dba Asian Food Solutions); Basic American, Inc. (dba Basic American Foods); Bongards Creameries; Brookwood Farms, Inc; Cargill Kitchen Solutions Inc; Cargill Meat Solutions Corporation; ConAgra Brands, Inc.; Lamb Weston Sales, Inc.; Del Monte Foods, Inc. Goodman Food Products (dba Don Lee Farms); Foster Poultry Farms (dba Foster Farms); High Liner Foods; Idahoan, Foods, LLC; Let's Do Lunch (dba Integrated Food Service); Smucker Foodservice, Inc (dba J.M. Smuckers); J.R. Simplot Company; Jennie-O Turkey Store Sales, LLC; J.T.M. Provisions Company, Inc.; Land O' Lakes, Inc.; M.C.I. Foods, Inc.; Maid-Rite Specialty Foods, LLC; McCain Foods USA, Inc.; Michael Foods, Inc.; National Food Group; Out of the Shell, LLC (dba Yangs 5th Taste); Peterson Farms Fresh, Inc.; Pilgrim's Pride Corporation; Calfed Financial Corporation (dba Red Gold,

LLC); Rich Chicks, LLC; Rich Products Corporation; Rodriguez Foods LTD;S.A. Piazza and Associates, LLC (dba Wild Mikes) Schwan's Food Service, Inc.; Tabatchnick Fine Foods, Inc.; Tasty Brands; ; Trident Seafoods Corporation; Tyson Prepared Foods, Inc.; Uno Foods, Inc.; Wawona Frozen Food for the period 07/01/2018 through 06/30/2019

2. **Contract award for job no.18/036MC for JOQ IDIQ MEP Services and Related Items with the following vendors:** A/W Mechanical Services,LP; CFI Mechanical Inc.; Climatec, LLC; Cook Mechanical, Inc.; LECS, Ltd.; Letsos Company, Star Service, Inc. and TK Boilers LLC dba Gulf Coast Boiler Service Company for the period of 05/16/2018 through 05/15/2020.
3. **Contract renewal for job no. 17/023TJ Dairy and Other Related Products with the following vendor:** Borden Dairy Company (dba Borden Dairy Company of Texas, LLC) for the period 08/01/2018 through 07/31/2019.
4. **Contract renewal for job no. 17/031TJ Bread Products** for the following vendor: Kurz & Co. for the period 08/01/2018 through 07/31/2019.
5. **Contract renewal for job no. 17/029TJ Bottled Drinking Water, Coolers, and Other Related Products with the following vendors :** DS Services of America, Inc. (dba Sparkletts); Nestle Waters North America (dba ReadyRefresh by Nestle, a division of Nestle Waters North America), and Quench USA, Inc. for the period 06/20/2018 through 06/19/2019.
6. **Contract renewal for job no. 17/034TJ Ice Cream Products with the following vendors:JA-EN Enterprises (dba JP Ice Cream Distributors );** La Brisa Ice Cream; La Costenita Distribuidor Inc; Paeteria El Pibe; The Masters Distribution System; and Yumi Ice Cream Co., Inc. for the period 08/01/2018 through 07/31/2019.
7. **Contract renewal for job no. 15/058TJ for Frozen Dessert Products** with Champion Concessions, LLC (Dippin' Dots) for the period 08/18/2018 through 08/17/2019.
8. **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 08/01/2018 through 07/31/2019.
9. **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 08/01/2018 through 07/31/2019.
10. **Contract renewal option for job no. 14/020MP for Office Supplies and Related Items with the following vendors:** Western-BRW Paper Company, Inc., dba Bosworth Papers; Butler Business Products, LLC; Challenge Office Products, Inc.; Hallmark Office Products, Inc.; School Specialty, Inc.; Tejas Office Products, Inc.; for the period 06/17/2018 through 06/16/2019.
11. **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 dba Facilities Sources; HVAC Mechanical Services of

Texas, Ltd dba Hunton Services, and Letsos Company for the period 06/17/2018 through 06/16/2019.

12. **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. dba DAC, Inc.; and QSS, LC dba Quality Security Systems for the period 6/16/2018 through 6/15/2019.
13. **Contract renewal option for job no. 16/034KC for Athletic and Physical Education Supplies and Related Items with the following vendors:** Educator's Depot, Inc.; The Prophet Corporation dba Gopher Sport, Play with a Purpose, Gopher Performance, and Moving Minds; North Houston Athletics; School Specialty, Inc.; Sideline Interactive, LLC; Soccer 4 All, Inc.; Varsity Brands Holding Co., Inc. dba BSN Sports LLC, dba U.S. Games for the period 06/21/2018 through 06/20/2019.
14. **Contract renewal option for job no. 16/035KC for Boxes, Packaging Supplies, Freight Services and Related Items with the following vendors:** Veritiv Operating Company for the period 06/21/2018 through 06/20/2019.
15. **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. dba LP Printing; Color One Systems, Inc. dba Texas Litho, and Thomas Reprographics, Inc. dba Thomas Printworks for the period 06/21/2018 through 06/20/2019.
16. **Contract renewal option for job no. 16/040CG for IDIQ - Fire, Safety, Security, Surveillance Equipment and Installation Services with the following vendors:** Active Campus, LLC dba All Campus Security, and VIP Systems, Inc. for the period 06/21/2018 through 06/20/2019.
17. **Contract renewal for job no. 16/044JN for JOC/CSP for On-Call IDIQ Building Controls and Related Items with the following vendors:** Automated Logic Contracting Services, Inc.; and Digital Air Control, Inc. dba DAC, Inc. for the period 06/21/2018 through 06/20/2019.
18. **Contract renewal option for job no. 17/026KH for Technology Products and Services with the following vendors:** 806 Technologies, Inc.; Advantage Imaging Supply, Inc.; Aspire HR, Inc.; AVES Audio Visual Systems, Inc.; Blackboard, Inc.; Paul Lo dba Capsuletek, LLC; Dahill Office Technology Corporation dba Dahill; EduProject ELL, LLC; Exebridge, Inc.; GK Holdings, Inc. dba Global Knowledge Training, LLC; GovConnection, Inc. dba Connection; GTS Technology Solutions, Inc.; Howard Industries, Inc. dba Howard Technology Solutions; iLearn, Inc.; J & B Imaging Services, Inc. dba JABIS Security Services; Lantana Communications Corporation; M&A Technology, Inc.; Micro Integration & Programming Solutions, Inc.; Northwest Communications Inc. dba NW Radio/NW Wireless; PCPC Direct, LTD; RLS Interests, Inc. dba Prime Systems; Quasar Data Center, Ltd; Ron Turley Associates, Inc.; Teaching Systems, Inc.; Total Technologies, LLC; Troxell Communications, Inc.; Twotrees Technologies, LLC, and Unique Digital Technology, Inc. dba Unique Digital Inc. for the period 06/21/2018 through 06/20/2019.

19. **Contract renewal for job no. 17/035TJ Site Based Pizza Program** for the following vendor: Bull's Eye Brands, Inc. (dba Smart Mouth Foods) for the period of 08/01/2018 through 07/31/2019.
20. **Contract renewal option for job no. 17/027KC for Recapped Tires, New Tires and Related Items and Services with the following vendors:** Goolsbee Tire Services, Inc. and Goodyear Tire & Rubber Company for the period 06/20/2018 through 06/19/2019.
21. **HCDE Interlocal Agreements with:** City of Sherman, Sherman, Texas; St Anne Catholic School, Beaumont, Texas; Snyder ISD, Snyder, Texas; City of Nacogdoches, Nacogdoches, Texas; Legacy Collegiate Middle & High School , Spring, Texas

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

1. **Renewal option for job no. 16/026YR for Local Food and Catering Services with the following vendor:** The French Corner Catering Company for the period of 07/26/2018 through 07/25/2019.
2. **Renewal options for job no. 16/047YR for Head Start Trainers and Consultants for Harris County Department of Education with the following vendors:** Lakeshore Learning Materials and Dorsey & Company for the period of 07/26/2018 through 07/25/2019.
3. **Renewal Option for job no. 17/043KJ for Adolescent Recovery Support & Counseling Services for Harris County Department of Education with the following vendor:** The Turning Point, Inc. for the period of 07/18/2018 through 07/17/2019.

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

- A. **Consider the approval of change order #1 to Master Job Order Contract with Facilities Sources effective 03/01/2018, (Choice Partners RFP # 16/054JN-04)** in the amount of \$148,643.97 to include HCDE's requested changes and culinary arts kitchen at Fortis Academy.

*Motion made by Eric Dick, seconded by Diane Trautman to approve the change order #1 to Master Job Order Contract with Facilities Sources effective 03/01/2018, (Choice Partners RFP # 16/054JN-04) in the amount of \$148,643.97 to include HCDE's requested changes and culinary arts kitchen at Fortis Academy.*

*Motion passes with 6-0 voting to approve.*

- B. **Consider the approval of the purchase of commercial kitchen equipment for the culinary arts teaching classroom at Fortis Academy with Ace Mart (Choice Partners RFP # 15/034TJ-01)** in the amount of \$189,304.00.

*Motion made by Eric Dick, seconded by Diane Trautman to approve the purchase of commercial kitchen equipment for the culinary arts teaching classroom at Fortis Academy with Ace Mart (Choice Partners RFP # 15/034TJ-01) in the amount of \$189,304.00.*

*Motion passes with 6-0 voting to approve.*

- C. **Consider approval of renewal option for job no. 16/031LB for Auditing Services for HCDE with Whitley Penn, LLP** for the period of 7/19/2018 through 7/18/2019 and approval of audit contract for FY 2018.

*Motion made by Eric Dick, seconded by Diane Trautman to approve the renewal option for job no. 16/031LB for Auditing Services for HCDE with Whitley Penn, LLP for the period of 7/19/2018 through 7/18/2019 and approval of audit contract for FY 2018.*

*Motion passes with 6-0 voting to approve.*

- D. **Consider approval of a \$2,106,360 request to the US Department of Health and Human Services** for continued funding of HCDE Early Head Start – Child Care Partnership and Expansion grant for the 9/1/2018 to 8/31/2019 budget period.

*Motion made by Diane Trautman, seconded by Eric Dick to approve a \$2,106,360 request to the US Department of Health and Human Services for continued funding of HCDE Early Head Start – Child Care Partnership and Expansion grant for the 9/1/2018 to 8/31/2019 budget period.*

*Motion passes with 6-0 voting to approve.*

- E. **Consider approval to submit a \$794,017 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 2017-2018.

*Motion made by Eric Dick, seconded by Diane Trautman to approve to submit a \$794,017 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 2017-2018.*

*Mike Wolfe arrived at 2:19 p.m.*

*Motion passes with 6-0-1 with Mike Wolfe abstaining.*

- F. **Consider nominating or endorsing an individual to fill a position on the TASB Board of Directors, Region 4, Position C.** The position is currently held by Tony Hopkins (Friendswood ISD). Hopkins has indicated that he will be seeking reelection. The term of this position is for three years beginning at the close of the 2018 Annual TASA/TASB Convention and expiring after Convention 2021.

*Motion made by Eric Dick, seconded by Louis Evans to either nominate or endorse an individual to fill a position on the TASB Board of Directors, Region 4, Position C. The position is currently held by Tony Hopkins (Friendswood ISD). Hopkins has indicated that he will be seeking reelection. The term of this position is for three years beginning at the close of the 2018 Annual TASA/TASB Convention and expiring after Convention 2021.*

*Motions for this item were withdrawn and no action was taken on this item.*

- G. **Consider acceptance of the Notice of Award (NOA) from the Department of**

**Health and Human Services Administration for Children and Families for the Area I Head Start Division** in the amount of \$6,124,081 (\$6,075,043.00 for program operations and \$49,038.00 for training and technical assistance) for a period of 01/01/2018 through 12/31/2018 (This is the second half of the annual funding for the total grant of \$12,248,162).

*Motion made by Eric Dick, seconded by Diane Trautman to accept the Notice of Award (NOA) from the Department of Health and Human Services Administration for Children and Families for the Area I Head Start Division in the amount of \$6,124,081 (\$6,075,043.00 for program operations and \$49,038.00 for training and technical assistance) for a period of 01/01/2018 through 12/31/2018 (This is the second half of the annual funding for the total grant of \$12,248,162).*

*Motion passes with 7-0 voting to approve.*

- H. **Consider approval to purchase 100 Lenovo ThinkPad computers from CDW-G (Choice Partners job no. 13/068DG) for the HCDE Adult Ed Division** in an amount not to exceed \$120,495.50 (paid for with federal and state grant funds).

*Motion made by Eric Dick, seconded by Diane Trautman to purchase 100 Lenovo ThinkPad computers from CDW-G (Choice Partners job no. 13/068DG) for the HCDE Adult Ed Division in an amount not to exceed \$120,495.50 (paid for with federal and state grant funds).*

*Motion passes with 7-0 voting to approve.*

- I. **Consider approval of a grant submission's request to the Department of Health and Human Services Administration for Children and Families for HCDE Area I Early Head Start 2018 Cost of Living Adjustment (COLA)** in the amount of \$53,465.00 for the project period of 09/01/2018 – 08/31/2019.

*Motion made by Eric Dick, seconded by Diane Trautman to approve a grant submission's request to the Department of Health and Human Services Administration for Children and Families for HCDE Area I Early Head Start 2018 Cost of Living Adjustment (COLA) in the amount of \$53,465.00 for the project period of 09/01/2018 – 08/31/2019.*

*Motion passes with 7-0 voting to approve.*

- J. **Consider approval of contract award for job no. 18/050KJ Contracted Services for Instructional Support Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Corwin Press, a SAGE Co.; Kristen Allen; and Voss & Associates (David R. Voss Associates, Inc.)** for the period of 06/01/2018 through 05/31/2023 subject to annual appropriations of funding.

*Motion made by Eric Dick, seconded by Diane Trautman to approve contract award job no. 18/050KJ Contracted Services for Instructional Support Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Corwin Press, a SAGE Co.; Kristen Allen; and Voss & Associates (David R. Voss*

Associates, Inc.) for the period of 06/01/2018 through 05/31/2023 subject to annual appropriations of funding.

Motion passes with 7-0 voting to approve.

The Board entered into Executive Session at 2:30 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 Superintendent's recommendation to propose nonrenewal of a term contract employee's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB(Local)** and determine whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner; obtain legal advice regarding same.
  - B. **Deliberate Superintendent's recommendation to terminate one probationary contract employee's Chapter 21 probationary contracts at the end of the contract period in the best interest of the Department.**
  - C. **Employment**
    - Chief of Staff, Administration
    - Director, Adult Education
    - Director, Technology
  - D. **Deliberate superintendent's recommendation to award Non-Chapter 21 Contracts for 2018-2019**
    - Assistant Superintendent, Business Services
    - Director, Research & Evaluation
    - Director, Safe & Secure Schools
    - Director, School-Based Therapy Services
    - Director, Records Management
    - Director, Client Engagement
    - Director, Choice Partners
    - Director, Communications
    - Director, PurchasingSenior
    - Director, Head Start
    - Director, Maintenance
    - Director, Grants Development
    - Director, CASE

Chief Accounting Officer

Executive Director, Human Resources

E. **Deliberate superintendent's recommendation to award Chapter 21 Contracts for 2018-2019**

1 Principal, Academic & Behavior School East

2 Assistant Principals, Academic & Behavior School East

1 Counselor, Academic & Behavior School East

1 Nurse, Academic & Behavior School East

2 Transition Specialists, Academic & Behavior School East

19 Teachers, Academic & Behavior School East

1 Principal, Academic & Behavior School West

2 Assistant Principals, Academic & Behavior School West

1 Counselor, Academic & Behavior School West

1 Nurse, Academic & Behavior School West

1 Transition Specialist, Academic & Behavior School West

17 Teachers, Academic & Behavior School West

1 Principal, Fortis Academy

1 Counselor, Fortis Academy

1 Nurse, Fortis Academy

5 Teachers, Fortis Academy

1 Principal, Highpoint School East

1 Assistant Principal, Highpoint School East

2 Nurses, Highpoint School East

2 Transition Specialists, Highpoint School East

13 Teachers, Highpoint School East

2 Assistant Superintendents, Administration

1 Director, Educator Certification and Professional Advancement

1 Curriculum Compliance Officer, Educator Certification and Professional Advancement

1 Leadership Advancement Officer, Educator Certification and Professional Advancement

1 Senior Director, Schools

1 Curriculum and Compliance Services Director, Schools

- 1 Senior Director, Teaching and Learning Center
- 1 Director, Teaching and Learning Center
- 1 Director Curriculum Special Populations, Teaching and Learning Center
- 1 Director Curriculum Science, Teaching and Learning Center
- 1 Director Curriculum Digital Education and Innovation, Teaching and Learning Center
- 1 Director Curriculum Math, Teaching and Learning Center
- 1 Director Curriculum ELA, Teaching and Learning Center
- 1 Specialist Digital Education and Innovation, Teaching and Learning Center

- F. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**
- G. **Deliberate Superintendent's recommendation to terminate two probationary contract employees' Chapter 21 probationary contracts** at the end of the contract period in the best interest of the Department.

*The Board reconvened into Open Session at 3:56 p.m.*

- 9. **RECONVENE** for possible action on items discussed in executive session
  - A. **Consider proposing nonrenewal of a term contract employee's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB(Local)** and determine whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner.
 

*Motion made by George Moore, seconded by Mike Wolfe to propose nonrenewal of Keith Montgomery's Chapter 21 term contract for one or more reasons outlined in HCDE's Policy DFBB(Local) as discussed in Executive Session; determine that any requested hearing on the proposed nonrenewal of Keith Montgomery's term employment contract be conducted by an independent hearing examiner appointed by TEA; and direct the Superintendent or his designee to notify Keith Montgomery of the Board's decision in accordance with applicable law and policy.*

*Motion passes with 7-0 voting to non-renew.*
  - B. **Consider terminating one probationary contract employee's Chapter 21 probationary contracts at the end of the contract period in the best interest of the Department.**

*No action was taken on this item.*
  - C. **Employment**
    - Chief of Staff, Administration
    - Director, Adult Education
    - Director, Technology

*No action was taken on this item. The Board will consider the item at the May 30, 2018 Special Board meeting.*

D. **Consider approval of superintendent's recommendation to award Non-Chapter 21 Contracts for 2018-2019**

Assistant Superintendent, Business Services

Director, Research & Evaluation

Director, Safe & Secure Schools

Director, School-Based Therapy Services

Director, Records Management

Director, Client Engagement

Director, Choice Partners

Director, Communications

Director, Purchasing Senior

Director, Head Start

Director, Maintenance

Director, Grants Development

Director, CASE Chief Accounting Officer

Executive Director, Human Resources

*Motion made by Eric Dick, seconded by Don Summers to employment of the positions as listed above and discussed in Executive Session.*

*Motion passes with 7-0 voting to approve.*

E. **Consider approval of superintendent's recommendation to award Chapter 21 Contracts for 2018-2019**

1 Principal, Academic & Behavior School East

2 Assistant Principals, Academic & Behavior School East

1 Counselor, Academic & Behavior School East

1 Nurse, Academic & Behavior School East

2 Transition Specialists, Academic & Behavior School East

18 Teachers, Academic & Behavior School East

1 Principal, Academic & Behavior School West

2 Assistant Principals, Academic & Behavior School West

1 Counselor, Academic & Behavior School West

1 Nurse, Academic & Behavior School West

- 1 Transition Specialist, Academic & Behavior School West
- 17 Teachers, Academic & Behavior School West
- 1 Principal, Fortis Academy
- 1 Counselor, Fortis Academy
- 1 Nurse, Fortis Academy
- 5 Teachers, Fortis Academy
- 1 Principal, Highpoint School East
- 1 Assistant Principal, Highpoint School East
- 2 Nurses, Highpoint School East
- 2 Transition Specialists, Highpoint School East
- 13 Teachers, Highpoint School East
- 2 Assistant Superintendents, Administration
- 1 Director, Educator Certification and Professional Advancement
- 1 Curriculum Compliance Officer, Educator Certification and Professional Advancement
- 1 Leadership Advancement Officer, Educator Certification and Professional Advancement
- 1 Senior Director, Schools
- 1 Curriculum and Compliance Services Director, Schools
- 1 Senior Director, Teaching and Learning Center
- 1 Director, Teaching and Learning Center
- 1 Director Curriculum Special Populations, Teaching and Learning Center
- 1 Director Curriculum Science, Teaching and Learning Center
- 1 Director Curriculum Digital Education and Innovation, Teaching and Learning Center
- 1 Director Curriculum Math, Teaching and Learning Center
- 1 Director Curriculum ELA, Teaching and Learning Center
- 1 Specialist Digital Education and Innovation, Teaching and Learning Center

*Motion made by Eric Dick, seconded by Mike Wolfe to approve employment of the positions as listed above and discussed in Executive Session.*

*Motion passes with 7-0 voting to approve.*

- 10. **INFORMATION ITEMS**
  - A. **Human Resources Information Items**
  - B. **April 2018 Employee Count**

- C. **HCDE Head Start and La Porte ISD Memorandum of Understanding (MOU) for FY 2018-2019** to provide comprehensive services for 117 three and four year old Head Start eligible children within the district beginning 08/1/2018 through 07/31/2019.
- D. **HCDE Area I Head Start USDA Meal Totals for the month of March 2018**; 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.
- E. **HCDE Area I Head Start Performance Reports** for the month of March 2018.
- F. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is (\$177,937)):**
- Between Teaching Learning Center and Texas Chemical Council - for a presentation on "Science Teachers & Industry" for the period of 7/16/2018 - 7/19/2018 in a revenue amount of \$3,400.
  - Between Teaching Learning Center and Texas School Administrator - training on "Restorative Practices for Administrators" for the period of 4/30/2018 - 4/30/2018 in a revenue amount of \$750 per person.
  - Between Teaching Learning Center and Texas School Administrator - training on "Annual Back to School Program" for the period of 10/15/2018 - 10/15/2018 in a revenue amount of \$750 per person.
  - Between Teaching Learning Center and Crosby ISD - to provide support for ELAR retester for the period of 6/18/2018 -6/19/2018 in a revenue amount of \$1,500.
  - Between Teaching Learning Center and Lamar CISD - provide training on "Digging Deeper into the TEKS" for the period of 7/30/2018 -7/31/2018 in a revenue amount of \$2,500.
  - Between Teaching Learning Center and Goose Creek CISD - training on the Junior School Science Lab" for the period of 6/4/2018 - 6/4/2018 in a revenue amount of \$1,200.
  - Between Teaching Learning Center and Tomball ISD - training on "Using GEMS Guides as a Middle School Science G/T curriculum" for the period of 6/5/2018 - 6/6/2018 in a revenue amount of \$1,200.
  - Between Teaching Learning Center and Spring Branch ISD - presentation on "Make it Stick" for the period of 6/20/2018 - 6/20/2018 in a revenue amount of \$1,500.
  - Between Teaching Learning Center and Lamar CISD - presentation on "Workstation Make & Take" for the period of 6/14/2018 -7/23/2018 in a revenue amount of \$13,000.

- Between Teaching Learning Center and Goose Creek ISD - training on "Junior Schools Science Lab training" for the period of 8/15/2018 - 8/15/2018 for a revenue amount of \$1,200.
  - Between Schools Division and Stafford MSD - for individual monthly student contract for FY 18 in a revenue amount of \$7,500.
  - Between Schools Division and Needville ISD - for annual contract for FY 18 in a revenue amount of \$15,750.
  - Between Schools Division and Harmony Public Schools - for individual monthly student contract for FY 18 in a revenue amount of \$10,500.
  - Between Schools Division and Harmony Public Schools - for individual monthly student contract for FY 18 in a revenue amount of \$10,500 (not a duplicate).
  - Between Schools Division and Dayton ISD - for annual contract for FY 18 in a revenue amount of \$3,850.
  - Between Therapy Services and Greater Gulf Coast Cooperative - physical therapy for FY 18-19 in a revenue amount of \$27,300.
  - Between Therapy Services and Royal ISD - physical therapy for FY 18-19 in a revenue amount of \$12,600.
  - Between Therapy Services and Pearland ISD - music therapy for FY 18-19 in a revenue amount of \$43,937.50.
  - Between Center for Safe and Secure Schools and Amigos Por Vida Charter School - for security audit for the period of 3/23/2018 - 3/23/2018 in a revenue amount of \$1,500.
  - Between Center for Safe and Secure Schools and Columbia - Brazoria ISD - training for districts behavior specialist for the period of 2/14/2018 - 5/17/2019 in a revenue amount of \$17,500.
- G. **Submission of grant proposal to M.D. Anderson Foundation in the amount of \$10,000 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 100 students.
- H. **Submission of grant proposal to Owsley Foundation in the amount of \$3,750 for the CASE for Kids division Kids' Day at the Hobby Center for the Performing Arts,** a summer arts project that provides enrichment activities for 150 students.
- I. **Non-monetary contracts for FY 2018**
- Between Adult Education and Harris County Public Library for location of Adult Education classes.
  - Between Adult Education and Services Employees International Union for location of Adult Education classes.

- Between Therapy Services and The University of St. Augustine for Student affiliation agreement for therapy services (MOU).

J. **HCDE Donation/Sponsorship Report for the Month of April 2018**

11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, June 20, 2018, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

*Motion made by Eric Dick, seconded by Mike Wolfe to adjourn the meeting.*

*Motion passes with 7-0 voting to adjourn.*

*The meeting adjourned at 4:03 p.m.*

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Board President

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Board Secretary