

**Harris County Department of Education
Minutes of Regular Board Meeting
October 17, 2018**

The Harris County Board of School Trustees met in regular session on October 17, 2018 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Louis Evans, Board President, called the meeting to order at 1:08 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; Don Sumners; Diane Trautman; and Mike Wolfe

Board Members Absent: Erica Lee Carter; and George Moore

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

Danielle Bartz, Chief of Staff; Darlene Breaux, Director Research and Evaluation Institute; Ecomet Burley, Director Center for Safe and Secure Schools; Director Joe Carreon, Director Facilities Construction; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Marion Cooksey, Principal Highpoint School East; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Stephanie De Los Santos, Director Client Engagement; Victor Keys, Principal AB School West; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Anthony Moten, Principal Fortis Academy; Keith Oliphant, Principal AB Schools East; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Melissa Smith, Board Secretary; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Frances Watson-Hester, Senior Director Teaching and Learning Center; Lidia Zatopek, Director

Visitors: Richard Cantu; Andrea Duhon; Danyahel Norris; Colleen Vera

1. **Invocation** - Pam Shaw, School-based Therapy Services
2. **Pledge of Allegiance to the US flag** - Sharon Wheeler, School-based Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Sharon Wheeler, School-based Therapy Services
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.
Mark Ennis addressed the Board regarding the importance of students taking algebra, accounting, and other business-related classes to better prepare them for the future.
Andrea Duhon addressed the Board regarding the important role of the Board in the community and discussed the importance of HCDE and the programs offered by the department.
5. **Reports and Presentations:**
 - A. **Superintendent Monthly Report** - James Colbert, Jr.
Superintendent Colbert delivered the letters of appreciation to the Board from Head Start center staff for the raises the Board approved for Head Start employees. He reported on the superintendents' Focal Point meeting which was attended by approximately nine area superintendents; his visits to area districts to meet with the superintendents; and the kick-off of his SuperMENtor readings at the Humble Head Start center. In closing, Superintendent Colbert reported that in observance of principal appreciation month, he and others, took the principals to dinner.
Jonathan Parker reported that October is also physical therapist month and commended them for their hard work and he presented the four principals with an award for their service.
Louis Evans expressed his appreciation to the principals in the district as well.
 - B. **Annual update on the HCDE School-based Therapy Services** - Carie Crabb, Senior Director
 - C. **Report of the Board Feasibility Subcommittee** - Don Sumners
No report was given this month.
 - 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.
No report was given this month.
 - E. **Monthly Financial Reports through 09/30/2018** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Motion made by Diane Trautman, seconded by Eric Dick to approve all items under the consensus agenda from 6.A. through 6.E.

Motion passes with 4-1 voting to approve, with Mike Wolfe voting nay.

6. ACTION ITEMS - CONSENSUS

A. Consider Approval of the following Business Services Items:

1. September Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for September 2018

B. Consider approval of the following Board Meeting Minutes:

1. September 19, 2018 Regular Board Meeting
2. October 2, 2018 Special Committee on RFQ for Board Legal Services meeting

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

- 1. School Based Therapy Services revenue contract amendment with Galena Park ISD to increase number of Occupational Therapy days (increase of 2 days to 169 days) for FY 2019 in the amount of \$83,600 (\$79,325 increase) (1 Student Served in FY 2017- 2018).**
- 2. Renewal option for RFP no. 15/051YR-4 for Early Head Start Child Care Partnerships with the following vendor:** The Let's Learn Christian Learning Center, Inc. for the period 12/15/2018 through 12/14/2019 (fully funded by Head Start).
- 3. Interlocal (revenue) contract for School-Based Therapy Services for FY 2018-2019 in the aggregate amount of \$932,375 with Spring ISD (560 students served in FY 2017-2018).**
- 4. Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$398,500 for Academic and Behavior School West with the following districts:** Houston ISD for fifteen (15) in-county annual contracts in the amount of \$304,500 (\$20,300 each) and Santa Fe ISD for four (4) out of county annual contracts in the amount of \$94,000 (\$23,500 each) for the contract period of 08/27/2018 through 06/06/2019.
- 5. Interlocal (expenditure) contract for FY 2019 CASE for Kids 21st Century Community Learning Center Cycle 9, Year 3, in the amount of \$863,220 with the following entities:** Aldine ISD in the amount of \$143,870 (82 students served), Alief ISD in the amount of \$143,870 (82 students served), Galena Park ISD in the amount of \$143,870 (82 student served), Pasadena ISD \$143,870 (82 students served), Sheldon ISD in the amount of \$143,870 (82 student served) and Spring ISD in the amount \$143,870 (82 student served).
- 6. Interlocal (expenditure) contracts for FY 2019 CASE for Kids 21st Century Community Learning Center(s) Cycle 10, Year 1, in the aggregate amount of \$510,500 with the following entities:** Galena Park ISD in the amount of

\$388,500 (330 students served) and Promise Schools in the amount of \$122,000 (85 students served).

7. **Amendment #1 to Interlocal (revenue) contract for FY2019 in the aggregate amount of \$376,200 for Highpoint School East with the following district:** Channelview ISD to decrease the amount from forty-one (41) units for a total of \$405,900 to thirty-eight (38) units for a total of \$376,200 (a decrease of \$29,700) (in-county \$9,900 each).
 8. **Interlocal (expenditure) contract for FY 2019 CASE for Kids Partnership Project in the aggregate amount of \$160,000 with Alief ISD for the following schools:** Cummings Elementary in the amount of \$30,000 (30 students served), Heflin Elementary in the amount of \$30,000 (40 student served), Liestman Elementary in the amount of \$30,000 (30 students served), Martin Elementary in the amount of \$20,000 (30 students served), Miller Elementary in the amount of \$20,000 (30 student served), and Outley Elementary in the amount of \$30,000 (60 students served).
- D. **Amendment #1 to Interlocal (revenue) contract for FY2019 in the aggregate amount of \$142,100 for Academic and Behavior School East with the following district:** Dayton ISD to increase the amount from six (6) units for a total of \$121,800 to seven (7) units for a total of \$142,100 (an increase of \$20,300).
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 14/036JN to Furnish and Install Integrated Technology Learning Laboratories with the following vendor:** Creative Learning Systems, LLC (#14/036JN-01) for the period 11/18/2018 through 11/17/2019.
 2. **Contract renewal option for job no. 15/047CG for Road Products, (Signage, Chemicals, Gravel, and Concrete) Equipment, and Related Items with the following vendor:** Southwest Geo-Solutions, Inc. dba Geo-Solutions, Inc. (#15/047CG-02) for the period 11/17/2018 through 11/16/2019.
 3. **Contract renewal option for job no. 16/060CG for Security Officers and Related Items with the following vendor:** Executive Threat Solutions, Inc. (#16/060CG-01) for the period 11/15/2018 through 11/14/2019.
 4. **Contract renewal option for job no. 17/052CG for M&O Parts and Equipment with the following vendors:** DFS Holding Company dba AllPoints Foodservice Parts & Supplies, LLC (#17/052CG-01); Bailey Bark Materials, Inc. (#17/052CG-02); Kingdom Alliance, LLC dba Batteries Plus Bulbs 468 (#17/052CG-03); Best Plumbing Specialties, Inc. (#17/052CG-04); CertainTeed Ceiling Corporation (#17/052CG-05); Heat Transfer Solutions, Inc. dba HTS Texas (#17/052CG-06); HDP Ltd dba Hunton Distribution (#17/052CG-07); Johnson Supply & Equipment Corporation dba Johnson Supply (#17/052CG-08); Kleen Supply Company (#17/052CG-09); Sanitary Supply Company (#17/052CG-10); Total Maintenance Solutions dba TMS-South (#17/052CG-11), and Zimmerer Kubota & Equipment, Inc. (#17/052CG-12) for the period 11/29/2018 through 11/28/2019.

5. **HCDE Interlocal Agreements with:** Midlothian Independent School District, Midlothian, Texas; The Woodlands Joint Powers Agency, The Woodlands, Texas; The Woodlands MUD No. 1, The Woodlands, Texas; The Woodlands Metro Center MUD, The Woodlands, Texas; Montgomery County MUD No. 6, The Woodlands, Texas; Montgomery County MUD No. 7, The Woodlands, Texas; Montgomery County MUD No. 36, The Woodlands, Texas; Montgomery County MUD No. 39, The Woodlands, Texas; Montgomery County MUD No. 46, The Woodlands, Texas; Montgomery County MUD No. 47, The Woodlands, Texas; Montgomery County MUD No. 60, The Woodlands, Texas; Montgomery County MUD No. 67, The Woodlands, Texas; Refugio ISD, Refugio, Texas; Liberty Hill ISD, Liberty Hill, Texas; City of Waxahachie, Waxahachie, Texas; City of Clute, Clute, Texas; Redwater ISD, Redwater, Texas, and Bob Hope School, Port Arthur, Texas.
6. **Contract award for job no. 18/072KC for Industrial Equipment for Rent, Lease or Purchase for the following vendors:** Air Scrubbers International Environmental Technologies, Inc. dba ASIET, Inc. (#18/072KC-01); HP Ventures, Ltd dba Gulf States Laundry Machinery (#18/072KC-02); HVAC Mechanical Services of Texas, Ltd dba Hunton Services (#18/072KC-03); Innoseal Systems, Inc. (#18/072KC-04); Lansdowne-Moody Company, L.P. (#18/072KC-05), and United Rentals (North America), Inc. (#18/072KC-06) for the period 10/17/2018 through 10/16/2019.
7. **Contract award for job no. 18/075KD for Custodial Supplies and Services for the following vendors:** Ambassador Services, LLC (#18/075KD-01); Auto-Chlor Services, LLC (#18/075KD-02); Buckeye International, Inc. dba Buckeye Cleaning Center-Houston (#18/075KD-03); Butler Business Products, LLC (#18/075KD-04); Complete Supply Inc. (#18/075KD-05); Ecolab Inc. (#18/075KD-06); High Point Sanitary Solutions (#18/075KD-07); Kleen Supply Company (#18/075KD-08); M.A.N.S. Distributors, Inc. (#18/075KD-09); McLemore Building Maintenance, Inc. (#18/075KD-10); Pasco Brokerage, Inc. (#18/075KD-11); Cordell Incorporated dba Ridley's Vacuum & Janitorial Supply (#18/075KD-12); Rio Paper & Supply, LLC (#18/075KD-13); Sanitary Supply Company, Inc. (#18/075KD-14), and School Specialty, Inc. (#18/075KD-15) for the period 10/17/2018 through 10/16/2019.
8. **Contract award for job no. 18/067MR for JOC Athletic Surfaces and Related Items for the following vendors:** EMA Sport Solutions, LLC (#18/067MR-01); Floor-Tex Commercial Flooring, LLC (#18/067MR-02); ICON Diversified, LLC (#18/067MR-03); Playgrounds Today Inc. dba PTI Sports & Recreation Construction (#18/067MR-04); Rubber Flooring Systems, Inc. (#18/067MR-05); Sports Field Holdings, LLC dba Sports Field Solutions (#18/067MR-06); for the period 10/17/2018 through 10/16/2019.
- F. Consider approval of the following items for Internal Purchasing:
1. **Consider approval of Service Agreement with The Turning Point, Inc. (job #17/043KJ)** to provide Adolescent Recovery Support & Counseling Services for the period of 11/01/2018 through 11/30/2019 in an amount not to exceed \$134,962.
 2. **Contract award for job no. 18/074IA - Contracted Services for the Teaching Learning Center to the proposers offering the best value to HCDE and meeting the**

specifications outlined in the proposal: Paula Kluth Consulting, Social Studies Success, dba Stenhouse Publishers and dba Staff Development for Educators (SDE, Inc.), From the Heart International Educational Services, The National Literacy Professional Development Consortium and Steve Spangler Inc. for the period of 11/01/2018 through 10/31/2023 (subject to annual appropriations of funding).

3. **Contract award for job no. 18/078YR for CASE for Kids Consultants and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** 5 Star Academy, Academia in Motion, Admore Behavioral Therapy, Aha Education, LLC, Boys & Girls Club of Greater Houston, Braids N Beads, Celia Garcia-Szyszkka, Center for Student Achievement Solutions, eTeaching Me dba Love N Learn at Home, Legends Do Live, Dr. Mary White International, LLC, National Inventors Hall of Fame, Perpetual Motion Studios, LLC, Workshop Houston, and Young Picassos for the period of 10/17/2018 through 10/16/2023 (subject to annual appropriations of funding).
4. **Contract renewal option for job no. 17/001YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** DK High Steppers, Language Kids Houston, LLC., National Inventors Hall of Fame, and Project GRAD Houston for the period of December 13, 2018 through December 12, 2019.
5. **Contract renewal option for job no. 15/051YR for Early Head Start Child Care Partnerships with the following vendor:** Fellowship of Purpose Early Childhood Learning Center (Purpose Kids) for the period 12/15/2018 through 12/14/2019 (fully funded by Head Start).
6. **Contract renewal options for job no. 15/003LB for Local Food and Catering with the following vendors:** Pepi Corporation dba Alonti Cafe Catering and Demeris Catering, Inc. for the period 12/16/2018 through 12/15/2019.
7. **Contract renewal option for job no. 17/051YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** Frias Business Group, Inc. dba Tutor Doctor, Match Point, Fostering Stars Learning & Resource Center, Inc. Read, Write & Create, Inc., and World Youth Foundation, Inc. for the period of 11/29/2018 through 11/28/2019.
8. **Contract renewal option for job no. 16/048YR Business and Facilities Consulting Services for Harris County Department of Education with:** Dana Lee, Indatatech, RM Lanier Enterprise, LLC, Rice & Gardner Consultants, Inc., and Safeplans, LLC for the period of 11/15/2018 through 11/14/2019.

Business and Related: Dana Lee, Indatatech

Facilities: RM Lanier Enterprise, LLC, Rice & Gardner Consultants

Safe and Secure Schools: SafePlans, LLC

7. ACTION ITEMS-NON-CONSENSUS

- A. **Consider approval of contract for governmental relations services (RFP #16/020KJ) in an amount not to exceed \$220,200 for the period of 10/18/2018**

through 10/17/2019 and approval of renewal option for RFP no. 16/02KJ for Governmental Relations Services with HillCo Partners through 10/17/2019.

This item was pulled from the agenda. No action was taken on this item.

The Board entered into Executive Session at 1:54 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. **Employment:**
Teacher - Academic and Behavior School East
Teacher - High Point East
 - B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.

The Board reconvened into Open Session at 2:38 p.m.

9. **RECONVENE** for possible action on items discussed in executive session
 - A. **Employment:**
Teacher - Academic and Behavior School East
Teacher - High Point East

Motion made by Eric Dick, seconded by Mike Wolfe to approve employment.
Motion passes with 5-0 voting to approve employment.
10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **September 2018 Employee Count**
 - C. **Presentation of the results of the Fiscal Year 2018 Risk Awareness/Assessment -** Dr. Jesus Amezcua, Assistant Superintendent for Business Services.
 - D. **Submission of donation request to H-E-B to support The Teaching and Learning Center's 33rd Annual R.T. Garcia Early Childhood Winter Conference** scheduled for Saturday, January 26, 2019 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085. The conference provides high quality, affordable professional development to approximately 1,400 educators that serve young children, age 3 to 8.
 - E. **Submission of grant proposal to Glasscock Foundation in the amount of \$10,000 to support Teaching and Learning Center-Science's Weather Applications** to Teach Environmental Resilience (WATER) project, which focuses on Geographic Information Systems. Project plans to serve 100 students.
 - F. **Submission of grant proposal to Stedman West Foundation in the amount of \$10,000** to support Teaching and Learning Center-Science's Weather Application to

Teach Environmental Resilience (WATER) project, which focuses on Geographic Information Systems. The project plans to serve 100 students.

11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 14, 2018, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

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

Motion passes with 5-0 voting to adjourn.

The meeting adjourned at 2:39