

**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 **18th day of November 2020 at 1:00 p.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
November 18, 2020
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held November 18, 2020, beginning at 1:00 p.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** - Kristal Johnson, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Dr. Yi Ren, Research and Evaluation Institute
3. **Pledge of Allegiance to the Texas flag** - Dr. Yi Ren, Research and Evaluation Institute
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 from Research and Evaluation Institute** - Darlene Breaux, Director
 - B. **Annual Update from Center for Grants Development** - Gayla Rawlinson, Director
 - C. **Superintendent Monthly Report** - James Colbert, Jr.
 - D. **Report of the Board Feasibility Subcommittee** - Richard Cantu
 - E. **Other reports from Board members** concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person.
 - F. **Presentation of 2021 Texas Association of School Business Officials (TASBO) Award of Merit for Purchasing Operations** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.
 - G. **Presentation of 2020 Annual Achievement of Excellence in Procurement Award** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.

- H. **Presentation on the Meritorious Budget Award ("MBA")** for excellence in the preparation and issuance of HCDE's Fiscal Year 2020-2021 Annual Budget Document.
- I. **Presentation on the Certificate of Excellence Award from the Government Finance Officers Association (GFOA) for the Fiscal Year 2018-2019 Comprehensive Annual Financial Report (CAFR).**
- J. **Monthly Financial Reports through 10/31/2020** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

- 1. October Disbursement Report
- 2. Monthly Budget Amendment Report
- 3. Monthly Investment Report for October 2020

B. Consider approval of the following Board Meeting Minutes:

- 1. 10-21-2020 Regular Board Meeting
- 2. 10-22-2020 Special Called Board Meeting
- 3. 10-30-2020 Special Called Board Meeting

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

- 1. **Consider ratification of Interlocal (expenditure) contract for FY 2021 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 9**, Year 5 grant, in the aggregate amount of \$156,800 with the following entity: Clear Creek Independent School District in the amount of \$156,800 (82 students served).

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

- 1. **Consider approval of a Contract Renewal option for job no. 18/011KC for Fleet Fuel Monitoring and Related Items with the following vendors:** MVC Technology LLC dba Fleet IQ (#18/011KC-01), Fleetcard, Inc. dba Impac Fleet (#18/011KC-02), and WEX Bank dba Wright Express FSC (#18/011KC-03) for the period 11/29/2020 through 11/28/2021.
- 2. **Consider approval of a Contract Renewal option for job no. 18/015KC for Office Furniture and Related Items with the following vendors:** Carroll's Discount Office Furniture (#18/015KC-01); Stylex, Inc. (#18/015KC-05), and Velocity Office Products, LLC dba Velocity Business Products (#18/015KC-06) for the period 01/24/2021 through 01/23/2022.
- 3. **Consider approval of a Contract Renewal option for job no. 20/014MR for Motor & Aviation Fuel, Alternative Fuels, Lubricants & Related Items with the following vendors:** R&C Distributors, LLC dba Blender Direct (#20/014MR-01); Liberty Equipment Sales, Inc. (#20/014MR-02); Petroleum Traders Corporation (#20/014MR-03), and Jaguar Fueling Services, LLC (20/014MR-04) for the period 01/15/2021 through 01/14/2022.

4. **Consider approval to rescind Contract Award for 20/045KN-02 to Tech Data Corporation dba DLT Solutions, LLC.**, effective September 16, 2020 due to the vendor not accepting the standard terms and conditions.
 5. **Consider approval of HCDE Interlocal Agreements with:** Godley ISD, Godley, Texas; Bancroft, Cherry Hill, New Jersey; Muncie Community Schools, Muncie, Indiana; Sunnysglenn Children's Home, San Benito, Texas, and City of Port Arthur Type 4 Economic Development Corporation, Port Arthur, Texas.
- E. Consider approval of the following items for Internal Purchasing:
1. **Consider approval of Contract Renewal option for job no. 17/015KJ for Architectural Design Services with the following vendor:** Swart Architects, Inc. for the period of 01/19/2021 through 01/18/2022.
 2. **Consider approval of Contract Award for job no. 21/007IA for Professional Development Services for the Teaching and Learning Center with the following vendors:**A Yancy Life (Yancy Life Transition Center); AC Language School (Chavez & Associates); ACT, Inc.; Astrid Emily Francis; Athena Scholastic, LLC; BE GLAD LLC (Be GLAD LLC); Benchmark Education Company; Catapult Learning West, LLC; CDW Government LLC.; Collaborate With Christina; Conscious Education Consulting, LLC.; Corwin Press, Inc.; Dan St. Romain Educational Consulting, LLC; Danny Steele (Daniel J. Steele); EDU Specialist, LLC; Education Solutions Now, LLC; Emdin Support Services LLC; EZ Kids Creativity Shell; FACTS Education Solutions, LLC; Footsteps2Brilliance, Inc.; For the Culture Literacy Development; Frontiers Integrated (Llewellyn Carter); Gilberto D. Soto; GPR Ventures, LLC; Happy Chapters, LLC; Honor Moorman Consulting; Houston A+ Challenge; IdentIFIE Special Education, LLC; Ink International, Inc.; JJ's I'm Me Foundation; KH Literacy Education LLC; Lakeshore Equipment Company dba Lakeshore Learning Materials; Leaps and Bounds Tutorials; Melody House Inc.; New Teacher Center; Nichelle Pinkney dba The Urban Scholar; Niroga Institute; Nylinka School Solutions; PositiveKids Today dba Culture Cre8ion, LLC; Principal Kafele Consulting, LLC; Resources Inspiring Success and Empowering; Scholastic Inc.; Storytelli' Time; Susan Everett; TechStudio LLC; The Educator's School Safety Network; Thinking Maps, Inc.; and Writers in the Schools for the period of 12/1/2020 through 11/30/2021.
 3. **Consider approval of a Contract Renewal option for job no. 17/017LB for Head Start Substitute Teachers and Teacher Assistants with the following vendor:** Zenith Learning, for the period 01/19/2021 through 01/18/2022.
 4. **Consider approval of Contract Award option for job no. 21/004IA for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** 4.0 GPA LLC; A Yancy Life Transition Center; Above and Beyond Learning Inc.; Abundance Educational Consulting, LLC; AC Language School (Chavez & Associates, Inc.); After School To Achieve; The Artist Boat, Inc.; Bayou City Fencing Academy, Inc.; Be A Champion, Inc. ; Culture of Health-Advancing Together (CHAT); Children Come Click Education & Technology Center (CCC); Children's Museum Houston; Collaborate with Christina; Committee for Children; Dance Another World; DK High Steppers; EdTech Games, LLC; Exalted Arts Corporation; Expressions Productions; For The Children Consulting; Girls Inc. of Greater Houston; Girls on the Run Greater Houston; GPR Ventures, LLC; Houston: reVision; iMPACT 360; J Dorthen Martin, Speaker, Life Coach, Image Consultant; JJ's I'm Me Foundation; KEW Learning Academy; Connecting the Dots Developmental Institute; Little Birdies Mobile Golf Academy; M.E.N. (Mentoring, Educating & Nurturing) Incorporated; Mad Science of Houston; Math-A-Matics Tutoring, LLC; Niroga Institute; PowerUp Fitness, LLC; Recipe for Success Foundation; Resources Inspiring Success and Empowering; Ripple Effects, Inc.; Science of

Sport; South Region Driving School, LLC; The Village Education Solutions; World Youth Foundations, Inc.; Writers in the Schools; YMCA of Greater Houston; Young Audiences, Inc. of Houston; Young Rembrandts; and Youth Enrichments for the period 12/01/2020 through 11/30/2021.

5. **Consider approval of Contract Renewal option for job no. 17/043KJ for Adolescent Recovery Support & Counseling Services for HCDE's Fortis Academy with the following vendor: The Turning Point, Inc.** and approval of contract for a program cost of \$206,440 for the period of 12/01/2020 through 11/30/2021.
6. **Consider approval to add additional job number under CH Local FY 2021** for the following vendor: Kaplan Early Learning Company - job no.17/046MR.The vendor was previously approved under CH Local at the August 19, 2020 Board meeting; the only modification requested is to add an additional job number for this vendor.

F. Consider approval of the following Revenue Agreements:

1. **Consider ratification of Interlocal (revenue) contracts for FY 2021 in the aggregate amount of \$500,913 with Academic and Behavior School East**with the following districts:Dickinson ISD for five (5) out of-county annual contracts in the amount of \$119,265 (\$23,853 each); Santa Fe ISD for three (3) out of-county annual contracts in the amount of \$71,559 (\$23,853 each); and Texas City ISD for thirteen (13) out of-county annual contracts in the amount of \$310,089 for the contract period of 08/24/2020 through 06/03/2021.
2. **Consider ratification of Interlocal (revenue) contracts** for FY 2021 in the aggregate amount of \$419,610 with Academic and Behavior School West with the following districts: Conroe ISD for fifteen (15) out of-county annual contracts in the amount of \$357,795 (\$23,853 each); and Cypress Fairbanks ISD for three (3) in-county annual contracts in the amount of \$61,815 (\$20,605 each) for the contract period of 08/24/2020 through 06/03/2021.
3. **Consider ratification of a grant totaling \$1,500,000 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 3** grant for the period 08/01/2020 through 07/31/2021; CASE for Kids anticipates serving 975 students with these grant funds.
4. **Consider ratification of Interlocal (revenue) contract for FY2020 in the aggregate amount of \$16,749 with Academic and Behavior School West with the following district:** Conroe ISD for three (3) out of-county extended (summer) school year contracts in the amount of \$16,749 (\$5,583 each) for the contract period of 6/9/2020 through 7/16/2020.

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

A. **Consider second reading and final approval of the following revised local policies:**

- a. BDAA (Local)
- b. BDF (Local)

B. **Consider first reading of the following revised local policies:**

- a. BF (Local)
- b. DED (Local)
- c. DMD (Local)
- d. FD (Local)

- e. FFG (Local)
- f. FFG (Exhibit)
- g. FNG (Local)
- h. GF (Local)

- C. **Consider selection of the architect for the Coolwood Head Start project, based on demonstrated competence and qualifications, pursuant to RFQ #20/043IA**, and authorize the Superintendent or his designee to negotiate, finalize, and execute the contract for a fair and reasonable price. The recommended architect for this project is English + Associates Architects, Inc. This project will be funded through a projected submission of a Head Start Grant to the US Dept of Health and Human Services.
 - D. **Consider approval to submit a Construction Application for Disaster Relief funds to replace the Coolwood Head Start facility** in the amount not to exceed \$9,500,000 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS). This application will include a request to waive the non-federal share match.
 - E. **Discussion of potential proposal concerning payment of teacher supplies** (agenda item requested by President Dick).
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; 552.072; 551.074
- A. Deliberation regarding purchase, exchange, or value of real property
 - B. Deliberate possible action to terminate ABS East teacher's Chapter 21 probationary contract, for good cause as determined by the Board; obtain legal advice regarding same.
 - C. **EMPLOYMENT:**
Senior Director – Schools
 - D. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees, including, without limitation, the evaluation of the superintendent.
9. **RECONVENE** for possible action on items discussed in executive session
- A. Consider and Approve Purchase of Approximately 0.449 Acres of Real Property and Improvements Known as the Coolwood Head Start Center for Future Campus and/or Other Department Facilities and Delegate Authority to Superintendent Related to the Purchase.
 - B. Consider action to terminate ABS East teacher's Chapter 21 probationary contract, for good cause as determined by the Board.
 - C. **EMPLOYMENT:**
Senior Director – Schools
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
- A. **Human Resources Information Items**

B. **Employee Count**

C. **Schools Division Enrollment Report for October 2020**

E. **Revenue contracts less than \$50,000 (Cumulative total \$219,397)**

- Between School-Based Therapy Services and Greater Gulf Coast Cooperative, Physical and Music therapy, \$23,940
- Between School-Based Therapy Services and Conroe ISD, Music Therapy, \$4,788
- Between School-Based Therapy Services and Waller ISD, Music and Occupational Therapy, \$16,388
- Between Teaching Learning Center and Varnett Public School, "Just in Time Coaching", \$4,500
- Between Teaching Learning Center and Sheldon ISD, "Culturally Responsive Teaching", \$1,800
- Between Teaching Learning Center and New Caney ISD, "Improving Instruction/Coaching Teachers in Content", \$7,500
- Between School Division and Liberty ISD, Student contract, \$47,706
- Between School Division and Galveston ISD, Student contract, \$23,859
- Between School Division and KIPP Texas Public School, Student contract, \$41,210
- Between School Division and New Caney ISD, Student contract, \$47,706

F. **Expenditure Interlocal contracts less than \$50,000**

- Between School Division and Region 4, "Class Observations", \$7,150
- Between CASE and Spring Branch ISD, "CASE for Kids Debates", \$8,000
- Between CASE and YES Public Schools - Bryan Oaks, CASE for Kids Debates, \$4,000
- Between CASE and Sheldon ISD, CASE for Kids Debates, \$4,000
- Between CASE and YES Public Schools-Southeast, CASE for Kids Debates, \$4,000
- Between CASE and Goose Creek ISD, CASE for Kids Debates, \$8,000

G. **Non-monetary contracts for FY 2021**

- Between School-Based Therapy Services and University of Texas at Tyler - Education Experiences
- Between Schools Division and Houston Humane Society - Vocational practice skills (MOU)
- Between Head Start and La Porte ISD - Comprehensive services for 3 and 4 year olds (MOU)
- Adult Education and Houston Methodist Research Institute - Location for Educational & Vocational Training

I. **Submission of grant application to State Farm via the Education Foundation of Harris County in the amount of \$40,568 to support the Center for Safe and Secure Schools Connection Matters: Equity & Advocacy Program, which includes: 1) Restorative Discipline Train-the-Trainer; 2) Youth Leadership Training and 3) a School Equity Symposium. Funds will serve up to 175 adults and 375 students.**

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 16, 2020, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

A handwritten signature in blue ink, reading "James Colbert, Jr." with a stylized flourish at the end.

James Colbert, Jr.
County School Superintendent