

**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 **15th day of July 2020 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held via video conference. Such a meeting is a **REGULAR BOARD MEETING**.

Texas Governor Greg Abbott temporarily suspended a number of open meetings provisions in response to the COVID-19 pandemic, allowing government entities, including HCDE, to conduct meetings by telephone or videoconference. Notice is hereby given that HCDE intends to conduct this regular meeting via videoconference. As required by the temporary suspension, HCDE:

- Has provided online written notice containing a free-of-charge videoconference link, as well as an electronic copy of any agenda packet, before conducting this meeting via videoconference; specifically, the public may use the following free-of-charge videoconference link: <https://us02web.zoom.us/j/89063933038?pwd=TjRjbnFCNFhod0ErVTYvZWFiTjFhdz09>; Meeting ID: 890 6393 3038; Password: 1wX0S9
- Will provide the public with access and a means to participate in the called meeting; and
- Will provide the public with access to a recording of the 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



Harris County Department of Education

The Board of Trustees July 15, 2020 Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held July 15, 2020, beginning at 1:00 p.m. via video conference.

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** - Richard Cantu, Board Trustee
2. **Pledge of Allegiance to the US flag** - Andrea Duhon, Board Trustee
3. **Pledge of Allegiance to the Texas flag** - Andrea Duhon, Board Trustee
4. **PUBLIC HEARING** for the purpose of considering the proposed HCDE fiscal year 2021 budget – Members of the public may either submit written comments regarding the proposed HCDE fiscal year 2021 budget to the Board via email prior to the beginning of the meeting addressed to publiccomment@hcde-texas.org, which will be provided to the Board, or may speak live during the video conference public hearing portion of the meeting. If a member of the public desires to speak live, the individual must provide HCDE with written notice of the individual's intent to do speak live at the public hearing by emailing publiccomment@hcde-texas.org no later than 5 p.m. on July 14, 2020; members of the public who have provided HCDE with prior written notice of their intent to speak live during the public hearing will have their names called during the public hearing and will be provided with a maximum of 5 minutes to provide their comments.
5. **Public Comment** - In lieu of a public appearance at the Board Meeting, members of the public may submit written comments to the Board via email prior to the beginning of the meeting addressed to publiccomment@hcde-texas.org, which will be provided to the Board. In your email, please state your name, address, topic, and comment.
6. **Reports and presentations:**
 - A. **Superintendent Monthly Report** - James Colbert, Jr.
 - B. **Report of the Board Feasibility Subcommittee** - Richard Cantu
 - 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.

- D. **Monthly Financial Reports through 06/30/2020-** Jesus Amezcua, Assistant Superintendent for Business Services

7. **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 June 2020

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

1. 6-17-2020 Regular Board Meeting
2. 6-17-2020 Policy Committee Meeting
3. 6-22-2020 Feasibility Committee Meeting
4. 6-26-2020 Budget Workshop

- C. Consider approval of the following Grant Requests:

1. **Consider approval to submit a grant request for Disaster Relief Funds in the amount of \$60,875 to the U.S. Department of Health and Human Services (HHS) Office of Head Start (OHS), to complete facility assessments at six HCDE Head Start campuses and four partnerships sites.**
2. **Consider acceptance of the Notice of Award for Early Head Start Child Care Partnerships (EHS-CCP) 06HP000311-01-01** from the Department of Health and Human Services (HHS) Administration for Children and Families (AFC) in the amount of \$87,881 for one-time funds under Common Accounting Number 0900 to prevent, prepare for and respond to coronavirus disease 2019 (COVID-19).
3. **Consider approval to submit a \$440,000 partial waiver request** (of the required non-federal share) to the U.S. Department of Health and Human Services (HHS) Office of Head Start (OHS), for Early Head Start Expansion and Early Head Start - Child Care Partnership programs in fiscal year 2019-2020.

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

1. **Consider approval of the first addendum to the (revenue) contract for FY20 for School-Based Therapy Services** with the Houston Independent School District to extend the terms of the contract from June 30, 2020 to July 30, 2020 . (The aggregate total amount of the contract is \$2,374,350. 1,964 students were served in FY19).

2. **Consider approval of Addendum #1 to Interlocal (revenue) contract between Academic and Behavior School East and Houston ISD** to increase the aggregate amount from \$309,075 to \$351,299 (an increase of \$42,224) for eight (8) additional units for FY 2020 Extended School Year Services (ESY) Summer School (in-county \$5,278) for the time period of 06/9/2020 through 07/16/2020.
 3. **Consider approval of Addendum #1 to Interlocal (revenue) contract between Academic and Behavior School West and Houston ISD** to increase the aggregate amount from \$309,075 to \$340,743 (an increase of \$31,668) for six (6) additional units for FY 2020 Extended School Year Services (ESY) Summer School (in-county \$5,278) for the time period of 06/9/2020 through 07/16/2020.
 4. **Interlocal (revenue) and Addendum contract for ESY FY 2020 in the aggregate amount of \$105,560 with Academic and Behavior School West with the following district:** Alief ISD for twenty (20) in-county Extended School Year (ESY-Summer School) contracts in the amount of \$105,560 (\$5,278 each) for the time period of 06/9/2020 through 07/16/2020.
 5. **Consider approval of Interlocal (revenue) contract for FY 2021 for School-Based Therapy Services** in the aggregate amount of \$53,502.00 with School-Based Therapy Services and Pearland ISD (55 students served in FY19) in the amount of \$53,502.00.
 6. **Consider approval of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$90,441 with Highpoint School East with the following district:** Deer Park ISD for nine (9) in-county annual contracts in the amount of \$90,441 (\$10,049 each) for the contract period of 8/24/20 through 06/03/21.
 7. **Consider approval of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$380,634 with Academic and Behavior School East with the following district:** Goose Creek Consolidated ISD for fifteen (15) in-county annual contracts in the amount of \$309,075 (\$20,605 each); Splendora ISD for three (3) out of-county annual contracts in the amount of \$71,559 (\$23,853 each) for the contract period of 8/24/20 through 06/03/21.
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract award for job no. 20/032KN for Instructional Resources, Textbooks & Related Items with the following vendors:** ABDO Publishing Company dba ABDO-Spotlight-Magic Wagon (#20/032KN-01); Barnes & Noble Booksellers, Inc. (#20/032KN-02); Benchmark Education Company, Inc. (#20/032KN-03); Beyond Play, LLC (#20/032KN-04); Benedict Mondloch dba CBM, LLC dba Cherry Lake Publishing & Sleeping Bear Press (#20/032KN-05); Children's Plus, Inc. (#20/032KN-06); Complete Book and Media Supply, LLC (#20/032KN-07); Express Booksellers, LLC dba Express Booksellers (#20/032KN-08); Garrett Operating Company, LLC dba Garrett Book Company (#20/032KN-09); Hipeware Labs, Inc. (#20/032KN-10); Houston A+ Challenge (#20/032KN-11); MT Library Services, Inc. dba Junior Library Guild (#20/032KN-12); KAMICO Instructional Media, Inc. (#20/032KN-13); Peoples Education, Inc. dba Mastery Education (#20/032KN-14); Newsela (#20/032KN-15); ORIGO Education (#20/032KN-16); Hertzberg-New Method, Inc. dba Perma-Bound Books (#20/032KN-17); Propel Education Strategies dba Applied Practice (#20/032KN-18); Reading Plus, LLC (#20/032KN-19); Rethink Autism (#20/032KN-20); Leticia Smith dba Risas y Sonrisas, LLC (#20/032KN-21); Scholastic, Inc. (#20/032KN-22); Superior Text (#20/032KN-23); UTJ Holdco, Inc. dba Teaching Strategies, LLC (#20/032KN-24); Waterford Institute dba Waterford Research Institute (#20/032KN-25); X-CAL Corp (#20/032KN-26), and Youthlight, Inc. (#20/032KN-27) for the period 07/15/2020 through 07/14/2021.

2. **Contract award for job no. 20/040TP Frozen and Chilled Beverages with the following vendors:** Barfresh Corporation, Inc. (20/40TP-01), Smart Beverage Inc dba Thirsty Coconut (20/40TP-02), and Trident Beverage, Inc. (20/040TP-03) for the period of 08/01/2020 through 07/31/2021.
 3. **Contract renewal for job no. 19/032TJ Produce and Other Specialty Products with the following vendors:** Brothers Produce, Inc. (#19/032TJ-01) and Hardie's Fruit and Vegetable Co. Houston, LP dba Hardie's Fresh Foods (#19/032TJ-03) for the period of 08/01/2020 through 07/31/2021.
 4. **Contract renewal for job no. 19/039TJ for Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares, and Related Items and Service with the following vendors:** 1st Choice Restaurant Equipment & Supply, LLC (#19/039TJ-01); Ace Mart Restaurant Supply Company (#19/039TJ-02); American Vending Sales, Inc dba AVS Companies (#19/039TJ-03); Ta Hing Corporation dba Budget Restaurant Supply (#19/039TJ-04); Greenwich Inc dba Commercial Kitchen Parts and Service (#19/039TJ-05); Coolers Inc. (#19/039TJ-06); Heritage Food Service Group, LLC (#19/039TJ-07); ITW Food Equipment Group, LLC dba Hobart Service (#19/039TJ-08); Innoseal Systems Inc (#19/039TJ-09); Strategic Equipment, LLC dba ISI Commercial Refrigeration, LLC (#19/039TJ-10); Tari, Inc. dba Jeans Restaurant Supply (#19/039TJ-11); Terry Woodard Enterprises, LLC dba Kommercial Kitchens (#19/039TJ-13); Liber Industrial LLC dba Liber Holdings (#19/039TJ-14); Pasco Brokerage Inc. (#19/039TJ-15) Refrigeration Technologies, LLC (19/039TJ-16) ; Jennifer Chapman dba School Food Service Innovations, LLC (19/039TJ-17); Crazy Cousins, Inc. dba Shepherd Food Equipment, Crazy Stainless and SFE Service (19/039TJ-18); and The Edu-Source Corporation (19/039TJ-19) for the period 08/01/2020 through 07/31/2021.
 5. **Contract renewal option for job no. 19/051TP Frozen Dessert Products with the following vendors:** BlueBonnet DSD Irving, Inc. dba BlueBonnet Ice Cream (19/051TP-01), Dippin' Dots (19/051TP-02), and Southern Ice Cream (19/051TP-03) for the period of 08/21/2020 through 08/20/2021.
 6. **HCDE Interlocal Agreements with:** Victoria ISD, Victoria, Texas; Natalia ISD, Natalia, Texas; NationSync Community Development Corporation, Houston, Texas; The Clariden School, Southlake, Texas; Liberty Elementary School District, Buckeye, Arizona; Peoria Unified School District #11, Glendale, Arizona; Maury County Emergency Communications District, Columbia, Tennessee; Atlanta Independent School System (Signature Only), Atlanta, Georgia, and Pinal County Government, Florence, Arizona.
- F. Consider approval of the following items for Internal Purchasing:
1. **Contract 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 07/26/2020 through 07/25/2021.
 2. **Contract renewal for job no. 19/013IA-2 for CASE for Kids After School and Summer Direct Service Providers to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** Dance Houston; Girls on the Run Greater Houston; Houston E.A. Foundation; Safe Place Outreach; Sisters Empowering S.I.S.T.A.S., Inc.; Solel International; Visual Arts Productions; Writers in the Schools; Yawp Records LLC and Young Audiences of Houston (Young Audiences, Inc. of Houston) for the period of 08/1/2020 through 07/31/2021.

3. **Contract award for job no. 20/044KJ for Workers' Compensation Insurance for HCDE to the proposer offering the best value** to HCDE and meeting the specifications outlined in the proposal: TASB Risk Management Fund (fully insured product) for the period of 09/01/2020 through 08/31/2021 and contract with TASB Risk Management Fund for the period of 09/01/2020 through 08/31/2021 in the amount of \$373,525.
4. **Contract 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 07/26/2020 through 07/25/2021.
5. **Contract renewal options for job no. 18/049YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** Alliance Financial Ministries, Inc.; Animation Station Inc, dba American Robotics Academy; Baker Ripley; Color of Life Community Resource & Activity Center; Houston Healthy Hip Hop; Jump Bunch; Little Scientist, Inc. dba Mad Science of Houston; Nutty Scientist of Houston; STEM Urban Perspective; Teen Truth, LLC; Writers in the Schools; Young Picassos; and Zenith Learning for the period of 08/15/2020 through 08/14/2021.
6. **Contract renewal options for job no. 16/047YR-1 for Head Start Trainers and Consultants for HCDE with the following vendors:** Teachstone Training, LLC for the period of 08/16/2020 through 08/15/2021.

8. ACTION ITEMS - NON-CONSENSUS

- A. **Consider approval of the job order contracting method of procurement and approval of job order contract for the removal and replacement of the HVAC system at Fortis Academy**, with ERC Environmental & Construction Services, Inc. (Choice Partners RFP #15/041JN-06) for the total amount of \$160,781.54 (Funded from FY 19-20 Construction Funds).
 - B. **Consider adoption of the Harris County Department of Education FY 2020-2021 Proposed Annual Budget totaling \$174,490,972; \$69,073,522 for the General Fund, \$36,444,267 for the Special Revenue Fund, \$6,169,043 for the Debt Service Fund, \$50,946,770 for the Capital Projects Fund, \$6,128,990 for the Internal Service Fund, \$5,728,380 for the Enterprise Fund.** The adoption of this budget also incorporates the 2020-2021 proposed salary increases and schedules.
 - C. **Consider approval to increase the allowable maximum contract amount under CH Local FY 2020** for Karczewski, Bradshaw, Spalding, Nichols, Lamp, Langlois (original \$300,000), requesting new total of \$440,000 (increase of \$140,000), for legal fees (Estimated amount is needed to complete the fiscal year through August 31, 2020).
9. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
- A. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
 - B. Deliberate the appointment, evaluation, reassignment, duties, and/or discipline of a public officer, Trustee Don Sumners, and obtain legal advice regarding same

10. **RECONVENE** for possible action on items discussed in executive session
 - A. Action, if any, regarding the appointment, evaluation, reassignment, duties, and/or discipline of Trustee Don Sumners

11. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**

 - B. **Employee Count**

 - C. **Submission of bid proposal to Aldine ISD for the Teaching and Learning Center and the Center for Safe and Secure Schools to provide professional and consulting services to the district.**

 - D. **Submission of proposal request totaling \$8,028,987.98 to the U.S. Department of Education Teacher and School Leader Incentive Grant Program to implement the three-year Creating Opportunities to Reimagine Education in Urban Public Schools (CORE UPS) Fellowship Program in collaboration with Alief and Aldine ISDs.**

 - E. **Submission of grant proposal to NWEA Educators for Equity Grant via Education Foundation of Harris County in the amount of \$9,935.50 to support CASE for Kids' CASE Debates program, which provides competitive debate opportunities for 300 high school students in the Harris County area.**

 - F. **Submission of bid proposal to Lamar Consolidated ISD for professional development services and materials.** The proposed bid will allow HCDE to offer services for Lamar CISD teachers and staff in academic subjects, special populations, digital education, school leadership and Restorative Practices.

 - G. **Submission of bid renewal to Houston ISD for professional development services.** The bid will allow HCDE to continue offering services to Houston ISD for teachers and staff in academic subjects, special populations, digital education and Restorative Practices.

 - H. **Submission of bid renewal to Pasadena ISD for professional development services.** The bid will allow HCDE to continue offering services to Pasadena ISD for teachers and staff in academic subjects, special populations, digital education and Restorative Practices.

 - I. **Revenue contracts less than \$50,000 (Cumulative total \$374,542)**
 - Between Schools Division and Galena Park ISD, Student contracts, \$6,250
 - Between Schools Division and KIPP, Inc., Student contracts, \$40,196
 - Between Schools Division and Waller ISD, Student contracts, \$47,706
 - Between Schools Division and Brenham ISD, Student contracts, \$47,706
 - Between Schools Division and Friendswood ISD, Student contracts, \$23,853
 - Between Schools Division and Shepherd ISD, Student contracts, \$23,853
 - Between Schools Division and Sealy ISD, Student contracts, \$5,583
 - Between Schools Division and Brenham ISD, Student contracts, \$11,166
 - Between Schools Division and Splendora ISD, Student contracts, \$5,583
 - Between Therapy Services and Deer Park ISD, Student therapy, \$35,668
 - Between Therapy Services and Sam Houston State University, Therapy services, \$7,304
 - Between Therapy Services and The Varnett Public School, Student therapy, \$2,892
 - Between Therapy Services and Royal ISD, Student therapy, \$12,768
 - Between Therapy Services and KIPP, Inc. Student therapy, \$39,320
 - Between Therapy Services and Angleton ISD, Student therapy, \$42,560

- Between Therapy Services and Anahuac, Student therapy, \$6,384
- Between Teaching Learning Center and Goose Creek ISD, TEKS Training, \$1,250
- Between Teaching Learning Center and Sheldon ISD, ELAR TEKS, \$6,000
- Between Teaching Learning Center and Dayton ISD, New TEKS, \$4,500
- Between Teaching Learning Center and Lamar CISD, Staff Development, \$4,000

J. **CASE NOGA awards (expenditure) to implement the CASE for Kids City Connections for FY 19 - 20 with the following entities:**

- Etiole, \$2,500
- Jazz Houston, 5,000
- The Chauncy Glover Project District D, \$2,500
- Jazz Houston, District K, \$5,000
- Houston Area Urban League District D, \$2,500
- Houston Area Urban League District K, \$5,000
- Bridging The Digital Divide District D, \$6,000
- Bridging The Digital Divide District J, \$6,000
- K Mejia Community Association, \$5,000
- Greater Emmanuel Family Worship Center, \$5,000
- YWCA, \$2,500

K. **Non-monetary contracts for FY 2020**

- Between School-Based Therapy Services and University of Texas at San Antonio, Educational and Therapy Services

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

- Between CASE and Galena Park ISD ISD, CASE Debate, \$4,000
- Between CASE and Spring Branch ISD, CASE Debate, \$8,000
- Between CASE and YES Prep Brays Oak, CASE Debate, \$4,202.00
- Between CASE and YES Prep North Central, CASE Debate, \$4,000

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, August 19, 2020 at 1:00 p.m.



James Colbert, Jr.
County School Superintendent