

**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 **17th day of June 2014 at 1:00 PM** 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.

*AngieChesnut, Board President*



**The Board of Trustees**  
**June 17, 2014**  
**Agenda of Regular Meeting**

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A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held June 17, 2014, beginning at 1:00 PM 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** - Les Hooper, Executive Director Facilities
2. **Pledge of Allegiance to the US flag** - Yaritza Roman, Purchasing
3. **Pledge of Allegiance to the Texas flag** - Yaritza Roman, Purchasing
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. Divisional Update for Center for Safe and Secure Schools - Jesus Amezcua
  - B. Report on 2014-2015 Objectives - Jeannette Truxillo, Director Research & Development
  - 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 as of April 30, 2014 - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. Monthly Disbursement Report
2. Budget Amendment Report for June 2014

B. Consider approval of the following meeting minutes:

1. 05-20-14 Policy Committee Meeting Minutes
2. 05-20-14 Budget Committee Meeting Minutes
3. 05-20-14 Board Meeting Minutes

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

1. Ratification of amendment to Interlocal Revenue Agreements between Therapy Services and KIPP Houston for \$28,975 (\$2,850 increase) and Royal ISD for \$10,500 (\$1,050 increase) for FY2013-2014
2. Approval of Interlocal Contracts for Therapy Services for FY2014-2015 with the following districts: Barbers Hill ISD for \$14,700; Cypress Fairbanks ISD for \$2,499,225; Deer Park ISD for \$25,175; Greater Gulf Coast Cooperative for \$27,300 and Pearland ISD for \$17,575 for an aggregate amount of \$2,583,975
3. Approval of interlocal revenue contract between HCDE's Records Management Division and Houston Community College (HCC) for the period of 06/01/2014 through 08/31/2019 in an amount not to exceed \$125,000
4. Approval for HCDE Governmental Services with: Aristoi Classical Academy (Katy, Texas); Arlington ISD (Arlington, Texas); City of Huntsville, Texas; Kilgore ISD (Kilgore, Texas); and Casa Gracia dba Trinity Charter School (Austin, Texas); Richardson ISD (Richardson, Texas); and University of Houston Foundation
5. Approval of Interlocal Contracts for ABC West for FY 2014-2015 with the following districts: Alief ISD for forty-three (43) annual contracts in the amount of \$855,700; Cypress Fairbanks ISD for five (5) annual contracts in the amount of \$99,500; Magnolia ISD for one (1) annual contract in the amount of \$23,000; for a total aggregate amount of \$978,200
6. Approval of Interlocal Contracts for ABC East for FY 2014-2015 with the following districts: Crosby ISD for three (3) annual contracts in the amount of \$59,700; Friendswood ISD for three (3) annual contracts in the amount of \$69,000; Spring ISD for eleven (11) annual contract in the amount of \$218,900; and Texas City ISD for three (3) annual contract in the amount of \$69,000 for a total aggregate amount of \$416,600

7. E-Rate Consulting Agreement between The Education Service Center Region 12 E-Rate Consulting and Harris County Department of Education to help improve e-rate reimbursements, maximize efficiency and effectiveness of the filing process, and to safely meet all application deadlines for HCDE and HCDE Schools in an amount not to exceed \$7,000 for the period of 7/1/2014 through 6/30/2015

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

1. Contract renewal option for job no. 12/039SC for High Volume Grocery Items with the following vendors: Glazier Foods Company and Labatt Foods for the period 08/01/2014 through 7/31/2015
2. Contract renewal option for job no. 12/035SC for Grocery Products with the following vendors: Glazier Foods Company and Labatt Foods for the period 08/01/2014 through 07/31/2015
3. Contract renewal option for job no. 12/036SC for Bread Products with Kurz & Co. for the period 08/01/14 through 07/31/2015
4. Contract renewal option for job no. 12/037SC for Dairy Products with Borden Dairy Co. for the period 08/01/2014 through 07/31/2015
5. Contract renewal option for job no. 11/054CM for Frozen Beverage Products with the following vendors: Trident Beverage, Bellebaum, LLC, dba Tropical Flurry and Sunny Sky for the period 08/01/2014 through 07/31/2015
6. Contract renewal option for job no. 12/038SC for Ice Cream Products with the following vendors: Blue Bell Creameries, LP and La Brisa for the period 08/01/2014 through 07/31/2015
7. Contract renewal option for job no. 11/013RF for Produce with the following vendors: Brothers Produce, Chef's Produce, Scarmardo Produce and Third Coast Fresh for the period 08/01/2014 through 07/31/2015
8. Contract renewal option for job no. 12/056SC for Site-Based Pizza Program with Bull's Eye Brands, Inc. dba Smart Mouth Foods for the period 08/01/2014 through 07/31/2015
9. Contract renewal option for job no. 13/009SC for Food Service Management with Lagniappe Dining Services for the period 08/01/2014 through 07/31/2015
10. Contract renewal option for job no. 10/045KJ for Flags and Flagpoles with the following vendors: Eagle Mountain Flag and Flagpole, Lady Liberty Flag and Flagpoles, Pyramid School Products and School Specialty Inc. for the period of 7/20/2014 through 7/19/2015
11. Contract renewal option for job no. 10/055DG for Fuel, Lubricants and Related Items with the following vendor: Petroleum Wholesale, LP for the period of 7/20/2014 through 7/19/2015

12. Contract renewal option for job no. 10/063JC for Temporary Modular Buildings and Related Services with the following vendor: Modular Management Group, Inc. for the period of 8/17/2014 through 8/16/2015
13. Contract renewal option for job no. 13/032DG for Materials and Parts including Equipment, Materials, Parts, Accessories, Supplies and Related Commodity Items with the following vendors: AOC Welding Supply/Praxair, Acme Architectural Hardware, All Tire Supply, BEVCO Consultants LLC, City Supply Company, Inc., Crawford Electric Supply, Ensystex, Gulf Coast Paper Company, Inc., H & V Equipment Inc., High Point Sanitary Solutions, Interline Brands, Inc., Johnson Supply, Lansdowne Moody Co., Lennox Industries Inc., McCoy's Building Supply, QSS, L.C. dba Quality Security Systems, Texas Storage System, Zed Security and Zimmer Kubota for the period of 7/16/2014 through 7/15/2015
14. Contract renewal option for job no. 13/043DA for IDIQ Electrical Services with the following vendors: Lee Construction and Maintenance Company dba LMC Corporation, Open Environmental Technologies, L.P. /Open Tech and Trio Electric Ltd for the period of 8/20/2014 through 8/19/2015
15. Contract renewal option for job no. 11/052JC for Fire Suppression Service and Related Items with the following vendor: Detection & Suppression International, Ltd for the period of 8/16/2014 through 8/15/2015
16. Contract renewal option for job no. 11/061DG for Rental, Lease and Purchase of Digital Duplicators and Related Items with the following vendors: Dahill Office Technology dba Dahill and Zeno Imaging for the period of 7/19/2014 through 7/18/2015
17. Contract renewal option for job no. 11/062DG for e-Readers, e-Books, Accessories and Related Items with the following vendor: Barnes and Noble Booksellers for the period of 8/16/2014 through 8/15/2015
18. Contract renewal option for job no.13/049DA for Electric Energy Procurement and Management Consulting and Related Services with the following vendor: Amerex Brokers LLC for the period of 8/20/2014 through 8/19/2015
19. Contract renewal option for job no. 13/054PB for IDIQ Finishes (Painting, Drywall, Acoustical Ceilings and Flooring) with the following vendors: Baseline Paving & Construction, Inc., ERC Environmental & Construction Services Inc. dba ERC and Lee Construction and Maintenance Company - LMC Corporation for the period of 7/16/2014 through 7/15/2015
20. Contract renewal option for job no. 13/055PB for IDIQ Openings (Windows, Doors, Hardware and Related Items with the following vendors: ERC Environmental & Construction Services Inc., dba ERC and Lee Construction and Maintenance Company - LMC Corporation for the period of 7/16/2014 through 7/15/2015

21. Contract award for job no. 14/020MP for Office Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Bosworth Papers, Inc., Butler Business Products, LLC, Challenge Office Products, Inc., Hallmark Office Products, Inc., Reliant Business Products, Inc., School Specialty, Ephraim Arredondo dba Standard Office Products, Tejas Office Products, Inc., U R Investments Inc., dba Texas Teacher Supply, Unity Education Resources and Xpress Business Products for the period 6/17/2014 through 6/16/2015
22. Contract award for job no. 14/021JN for IDIQ Heating, Ventilating and Air Conditioning (HVAC) to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: ABM Building & Energy Solutions, LLC, Automated Logic Contracting Services, Inc., A/W Mechanical Services, LP, Dura Pier Facilities Services, Ltd dba Facilities Sources, HVAC Mechanical Services of Texas Ltd / Hunton Services and Letsos Company for the period 6/17/2014 through 6/16/2016.
- E. Consider approval of contract award for job no. 14/027 for Therapist Staffing Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Supplemental Health Care, Julie Smith, Accountable Healthcare Staffing, MTX Staffing Services, Sinha Speech Therapy, Interactive Therapy Group, Top Echelon Contracting, Ardor Health Solutions, Advanced Medical Personnel Services, and Professional Placement Resources for the period of 06/17/2014 through 06/16/2015.

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

- A. Discussion and possible action on the approval of a partial release lien of Lots (11) and twelve (12) in Block Twenty One (21) of Goose Creek Townsite to be donated to the City of Baytown and related documents associated with the transaction.
- B. Consider adoption of the Harris County Department of Education FY 2014-2015 Proposed Budget totaling \$52,009,254 for the General Fund, \$32,260,172 for the Special Revenue Fund, \$6,243,140 for their Internal Services Fund and \$2,534,231 for the Debt Service Fund for a total of \$93,046,797; the adoption of this budget also incorporates the 2014-2015 proposed salary increases and schedules.
- C. Consider approval of revised CH local Policy.
- D. Consider approval of contract award for job no. 14/019EK for Safe School Alert Systems 252 for HCDE's Center for Safe and Secure Schools to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: Witt O'Brien's, LLC for the period of 05/20/2014 through 05/19/2015 in the amount of \$285,000.
- E. Consider approval of renovation project for window replacement and sealing to existing North Post Oak HCDE building located at 6005 Westview and approval of use of job order contract with LMC Corporation (Choice Partners job no 13/055PB) in an amount not to exceed \$155,315.

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. Change of Status, Teacher - Highpoint North
  - B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
9. **RECONVENE** for possible action on items discussed in executive session
  - A. Change of Status, Teacher - Highpoint North
10. **INFORMATION ITEMS**
  - A. HR Information Items
  - B. May Employee Count
  - C. Revenue contracts less than \$50,000 for an aggregate amount of \$21,050 for FY 2013-2014.
    - Between Instructional Support Services and Waller ISD–New TEKS Math Training grades 1st -4th presentation lead by Nicole Shanahan for the period of 07/14/2014-07/17/2014 for \$9,000.
    - Between Choice Partners and Lufkin ISD- for Operational Analysis of Custodial Operations district wide for the period of 05/26/2014-07/30/2014 for \$6,950.
    - Between Instructional Support Services and Waller ISD- for “Using data to pull small groups in Math K-5 grades” presentation lead by Nicole Shanahan for the period of 06/19/2014-08/04/2014 for \$2,800.
    - Between Instructional Support Services and Harmony Public Schools – for ESL TExES EC-12th grade training presentation lead by Dr. Patricia Morales for the period of 05/31/2014-05/31/2014 for \$1,300 plus books at \$13.00 each.
    - Between Instructional Support Services and University of Texas Austin –for coordination activities before and during IPSI conference for the period of 06/23/2014-06/24/2014 for \$1,000.
  - D. Proposal to U.S. Department of Education's Turnaround School Leaders Program for \$1,689,341 over a 3-year period to implement *LEAD180* in collaboration with 42 school leaders in Spring Independent School District.
  - E. Grant proposal to Autism Speaks in the amount of \$24,840 for ISS/Special Education for the Caring for All Training Institute on autism spectrum disorders. The project will train 400 participants.
  - F. Grant proposal to OneStar Foundation in the amount of \$327,353 to continue the CASE AmeriCorps program, which serves 600 students.
  - G. 06/03/14 Budget Committee Meeting Minutes

H. Adult Education Division - Texas Educating Adults Management System (TEAMS) Report for May 2014

I. CASE Performance Report

J. Special Schools May Enrollment Report

K. HCDE Donations/Sponsorships for the Month of May 2014

11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, July 15, 2014, Board room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



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Angela Chesnut, President

HCDE Board of Trustees