

**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 **1<sup>st</sup> day of July 2020 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.

*Angie Chesnut, Board President*



**The Board of Trustees**  
**November 18, 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 November 18, 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** - Jonett E. Miniel, Alternative Certification Division
2. **Pledge of Allegiance to the US flag** - Jean Polichino, Senior Director Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Jean Polichino, Senior Director 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.
5. **Reports and presentations:**
  - A. Annual update on the HCDE Alternative Certification Division - Lidia Zatopek, Director
  - B. Annual update on the HCDE Cooperative for Afterschool Enrichment (CASE) Division - Dr. Lisa Caruthers, Director
  - C. Annual update on the HCDE Therapy Services Division - Jean Polichino, Senior Director
  - 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
  - E. Monthly Financial Reports through October 31, 2014 -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 2014

B. Consider approval of the following meeting minutes:

1. October 21, 2014 Board Meeting

C. Consider ratification of the following Interlocal Contracts:

1. HCDE Governmental Services with: Beeville ISD (Beeville, Texas); Brazos Maternal and Child Health Clinic, Inc. (Non-Profit) (Bryan, Texas); city of Granbury, Texas; Region 12 ESC (Waco, Texas); city of Rosenberg, Texas; Scurry County (Snyder, Texas); Taylor County (Abilene, Texas); Texas Retailers Association (Non-Profit) (Austin, Texas); the Woodlands Township (The Woodlands, Texas); and University of Dallas (Irving, Texas)
2. Academy of Accelerated Learning (50 students served) for one CASE Partnership Project Quality Improvement Grant in the amount of \$50,000 for the period of 08/01/14 through 08/31/15
3. Aldine ISD (150 students served) for one CASE Partnership Project Quality Improvement Grant in the amount of \$150,000 for the period of 08/01/14 through 08/31/15
4. Crosby ISD for Records Management Services in the amount of \$1,000 plus service fees for the period of 10/14/14 through 08/31/15
5. Humble ISD (35 students served) for one CASE Partnership Project Quality Improvement Grant in the amount of \$35,000 for the period of 08/01/14 through 08/31/15
6. Southwest Schools Charter (50 students served) for one CASE Partnership Project Quality Improvement Grant in the amount of \$50,000 for the period of 08/01/14 through 08/31/15
7. Stafford MSD (120 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 8, Year 2 in the amount of \$186,054 for the period of 08/01/14 through 07/31/15
8. HCDE ABC West for FY 2014-2015 with Fort Bend ISD for eight (8) annual student contracts for an aggregate amount of \$184,000

9. HCDE Therapy Services for FY 2014-2015 with the following districts: Friendswood ISD in the amount of \$7,600 and Galena Park ISD in the amount of \$2,375 for an aggregate amount of \$9,975
  10. Lee College to provide Adult Education classes for the period of 07/01/14 through 06/30/15
  11. Renewal of yearly lease agreement between HCDE Head Start and the City of Houston at Fifth Ward Multi Service Center in the monthly amount of \$3,764 (a \$999 monthly increase) for the period of 12/14/2014 through 12/13/2015 for a total amount of \$45,169 (subject to annual federal funds budget appropriations)
  12. Non-monetary Interlocal Contract with Galena Park ISD to provide Adult Education classes for the period of 07/01/14 through 06/30/15
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. Contract awards for job no. 14/038DG for Telemedicine Services to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Doc-Aid Telemedicine Services, Lone Star Telemedicine Services, Inc. and Phonoscope Health Network for the period of 11/18/2014 through 11/17/2015
  2. Contract awards for job no. 14/035TJ for Technical Services and Products for Food Service to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Robert Beyer Enterprises, LLC dba Automated Financial Systems, Broadcast Signage Network, LLC dba Epicure Digital Systems, Water Walkers Inc (Health-e Meal Planner Pro), Heartland School Solutions (Subject to agreement of terms and conditions), a division of Heartland Payment Systems, Inc., Education Management Systems, Inc (Meals Plus), and PCS Revenue Control Systems, Inc., ISITE Software (School Nutrition and Fitness) for the period of 11/18/2014 through 11/17/2015
  3. Contract award for job no. 14/036JN for Integrated Technology Laboratories to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Creative Learning Systems for the period of 11/18/2014 through 11/17/2015
  4. Contract renewal option for job no. 12/004JC for Job Order Contracting with the following vendors: E Contractors USA and Quad-Tex Construction for the period of 12/13/2014 through 12/12/2015

5. Contract renewal option for job no. 13/062DG for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors: 3P Learning, Achieve3000, Adventures in Learning, Agile Mind Educational Holdings, Inc., Art In History, Inc., B.E. Publishing, Benchmark Education Company, Brainstorm, Capstone, Carnegie Learning, Inc., Carolina Biological Supply Company, Constructive Playthings, DLB Educational Corporation, Dynastudy, Inc., EAI Education, Educations Associates, Inc., Education Plus, Flinn Scientific Inc., Frey Scientific, Frog Street Press, Hands-On Tasks Inc., Harrison and Company, Heinemann, Istation, Jarrett Publishing Company Keystone Books & Media, Knowledge-First Empowerment Center, Lab Resources, Inc., Lakeshore Learning Materials, Laureate Learning Systems, Inc., Learning Zone, Lectorum Publications Inc., LEGO Education, Mentoring Minds, L.P., New Readers Press, Newmark Learning, Northwest Evaluation Association, Pitsco Education, Primary Concepts, Rainbow Book Company, Saddleback Educational Publishing, Inc., Scholastic Classroom & Community Division, Scholastic Library Publishing Inc., Show What You Know Publishing, Steps To Literacy, Teacher Heaven, Inc., Texas Teacher Supply, and Unity Education Resources for the period of 11/19/2014 through 11/18/2015
6. Ratification of contract renewal option for job no. 11/056LB for Promotional Items with the following vendor: Rain Ponchos Plus for the period of 10/18/2014 through 10/17/2015

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

- A. Consider approval to purchase a data domain backup expansion from Unique Digital Inc. (Choice Partners job no. 13/068DG) in an amount not to exceed \$143,706.
- B. Consider approval to purchase 65 Lenovo Laptop computers from CDW-G (Choice Partners job no. 13/068DG) for the HCDE Head Start Division in an amount not to exceed \$54,925.
- C. Consider approval to purchase 136 (2 per classroom) iSS Mobile Classroom Units and the RMS Service Plan from Hatch, Inc., (job no. 13/015KJ) for the HCDE Head Start Division in an amount not to exceed \$196,168.
- D. Consider approval to purchase the Read and Rise Training Material from Scholastic, Inc. (job no. 10/071KJ) for the HCDE Head Start Division (16 locations) in an amount not to exceed \$73,827.
- E. Consider approval of amendment of award from Ohio State University to extend the award period to 9/30/15 and increase the funding by \$173,837 for the Alternative Certification Division.
- F. Discussion and possible action regarding the consideration of a proposal regarding a professional services agreement with The Schlueter Group in accordance with CH Local.
- G. Consider approval of Policies BAA (Local), BE (Local), and CCG (Local)

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 the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
9. **RECONVENE** for possible action on items discussed in executive session
10. **INFORMATION ITEMS**
  - A. Personnel Information Items
  - B. October 2014 Employee Count
  - C. Revenue contracts less than \$50,000 for an aggregate amount of \$78,651:
    - Between Choice Partners and Conroe ISD - for Facilities Planning Operations for the period of 01/05/2015 - 05/30/2015 for \$5,670.
    - Between Instructional Support Services and Fort Bend ISD - for TExES #154 Supplemental One-Day Mini Academy - (conducted by Dr. Patricia Morales) for the of period 11/10/2014 - 11/10/2014 for \$1,400 plus books.
    - Between Instructional Support Services and Houston ISD - for various training of teachers for the period of 09/1/2014 - 06/30/2015 for \$45,800.
    - Between Therapy Services and Beaumont ISD - for Occupational Therapy and Physical Therapy Program Evaluation for the period of 08/16/2014 - 08/15/2015 for \$4,781.
    - Between Instructional Support Services and South Houston Harmony Campuses - for Linguistics/Language Development & Sheltered Instruction (conducted by Dr. Patricia Morales) for the period of 11/24/2014 - 11/25/2014 for \$3,000.
    - Between CASE and SpringSpirit Baseball - for CASE for Kids AmeriCorps members for the period of 09/16/2014 - 07/31/2015 for \$8,000.
    - Between CASE and Alief ISD - for site observation visits for the of period 11/1/2014 - 07/31/2015 for \$10,000.
  - D. Grant proposal to Strake Foundation on behalf of the Education Foundation of Harris County in the amount of \$5,000 to support the All Earth EcoBot Challenge, which will serve 1,250 students in 2014-2015.
  - E. Grant proposal to IBM on behalf of the Education Foundation of Harris County in the amount of \$5,000 to support Adult Education's Reading Companion Family Literacy Project. The pilot project will serve 25 students.
  - F. Proposal to Whole Foods Market to request in-kind donations of refreshments for The Scholastic Art & Writing Award ceremonies. Estimated attendance is a total of 1,200 students, parents and teachers.
  - G. Non-monetary contracts for FY 2014-2015:
    - Special Schools - Father Flanagan's Boys Home - Agency Contract for Authorization of Trainers and Trainer Contract for Authorization of Trainers for the period of 09/18/2014 - 08/31/2015

- H. Announcement of the Association of School Business Officials (ASBO) International Meritorious Budget Award to HCDE for its 2014-2015 annual budget.
  - I. CASE Performance Report
  - J. Special Schools October Enrollment Report
  - K. October 2014 HCDE Donation/Sponsor Report
11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, December 16, 2014, Board room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



Angie Chesnut  
Board President