

**Harris County Department of Education
Minutes of Regular Board Meeting
January 22, 2015**

The Harris County Board of School Trustees met in regular session on January 22, 2015, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Angie Chesnut, Board President, called the meeting to order at 1:00 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: Angie Chesnut, Board President; Erica Lee Carter; Marvin Morris; and Kay Smith; Howard Jefferson; Debra Kerner; Diane Trautman, Board Vice-President

Incoming Board Members Don Sumners and Michael Wolfe

Board Members Absent: None

Board Attorney: Sarah Langlois

Administration: James Colbert Jr., County School Superintendent; Jesus Amezcua, CPA, Assistant Superintendent for Business Services; Celes Harris, Assistant Superintendent for Student Services; and Linda Pitre, Assistant Superintendent for Support Services

Jay Atkins, Director Construction; Jorgannie Carter, Director Purchasing; Lisa Caruthers, Director Cooperative for Afterschool Enrichment (CASE); Serlynthia Chatmon, Executive Assistant, Curtis Davis, Director Records Management; Derek Gillard, Director Choice Partners Cooperative; Louise Henry, Director Marketing; Eduardo Honold, Director Adult Education; Tammy Lanier, Director Communications & Public Information; Dee Mattox-Hall, Senior Director Special Schools; Venetia Peacock, Director Head Start; Gayla Rawlinson, Director, Resource Development; Jim Schul, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jeannette Truxillo, Director Research and Evaluation; Danny Vu, Director Technology; John Weber, Financial Management Director; Jimmy Wynn, Special Assistant to Superintendent; Lidia Zatopek, Director Alternative Certification

Visitors: Nathan Allen, Judge Paul Pressler, Rita Sumners, Tyrone Willis

1. **Invocation** - Kristal Johnson, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Sharvon Pipkins, Center for Grants Development
3. **Pledge of Allegiance to the Texas flag** - Sharvon Pipkins, Center for Grants Development
4. Public Hearing for the Annual Financial Management Report for the fiscal year ending August 31, 2014
5. Consider approval of the following meeting minutes:
 - A. December 8, 2014 Special Board Meeting
 - B. December 16, 2014 Board Meeting

Motion by Marvin Morris, seconded by Diane Trautman to approve the minutes for the December 8, 2014 Special Board Meeting and the December 16, 2014 Board Meeting.

Motion passes with 7-0 voting to approve.
6. Recognition of Board Appreciation Month

James Colbert Jr., Superintendent, recognized the seven current board members along with the two incoming board members by presenting each board member with a "Work of Heart" plaque.
7. Oath of Office - Administer the Oath of Office to new board members Don Sumners and Michael Wolfe.

Kay Smith introduced Judge Paul Pressler, who administered the Oath of Office to the incoming board members Michael Wolfe and Don Sumners.

Board President Angie Chesnut thanked Howard Jefferson and Deborah Kerner for their service on the Board and welcomed new Board members Michael Wolfe and Don Sumners to the Board.
8. **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.

Tyrone Willis addressed the board to thank the Board for all it does in the community and to support education.
9. **Reports and presentations:**
 - A. Annual update on Center for Grants Development Division - Gayla Rawlinson, Director
 - B. 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

Erica Lee Carter reported that she attended EcoBot Build-It, January 17, 2015, which

was sponsored by the Education Foundation of Harris County.

Diane Trautman reported that she attended the Bates Collision Center car giveaway to a Head Start parent on December 17, 2014, which took place at HCDE's Compton Head Start Center.

- C. Monthly Financial Reports through December 31, 2014 - Jesus Amezcua, Assistant Superintendent for Business Services

ITEMS TO BE *Michael Wolfe removed item C.1 from the consent agenda.*

REMOVED *Motion made by Marvin Morris, seconded by Erica Lee Carter to approve*
FROM *remaining items 10.A. through 10.F. with the exception of 10.C.1.*

CONSENSUS *Motion passes with 7-0 voting to approve.*

AGENDA *Motion passes with 7-0 voting to approve.*

10. **ACTION ITEMS - CONSENSUS**

- A. Consider approval of the following Business Services items:

1. December 2014 Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for December 2014

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

2. Interlocal Revenue Contract between HCDE Center for Safe and Secure School and Klein ISD to provide Active Shooter Threat Assessment Training in the amount of \$6,750 for the period of 1/15/2015 through 2/28/2015
3. HCDE ABC East with Sheldon ISD for one (1) individual student contract in the amount of \$20,300 for FY 2014-15
4. Amendment to Interlocal Contract between HCDE Special Schools Division (ABC East) with La Porte ISD for FY 2014-2015 to increase the number of student contracts from seven (7) to eight (8) for a total amount of \$159,200; (an increase of \$19,900)
5. Addendum to Interlocal contract between HCDE ABC East and Houston ISD to increase the amount from \$457,700 to \$514,900 (an increase of \$57,200) for Extended School Year (summer school) Services for FY 2013-2014
6. Addendum to Interlocal contract with Harmony Public Schools to provide procurement consulting services for the period of 1/5/15 through 8/31/15 (revenue will be based on services provided)

- D. Consider approval of contract renewal option for job no. 11/031KJ for Safe Schools Plans with SafePlans, LLC for the period of 02/22/2015 through 02/21/2016.

- E. Consider approval of Speaker Agreements with Lead4ward for Instructional Support Services to provide (1) one-day training on STAAR: Math in Motion: New Math TEKS for the period of February 9, 2015 in an amount not to exceed \$10,500 (revenue for

this specific contract is estimated at \$17,400); one (1) day training on STAAR: Reininvigorate your Social Studies Classroom with a Relevant Review in an amount not to exceed \$8,750 (revenue for this contract is estimated at \$14,000).

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

1. Contract renewal option for job no. 13-068DG for Technology Products and Services with the following vendors: Accudata Systems, Inc., AMX SchoolView, ARC/Austin Ribbon & Computer Supplies, Inc., Audio Optical Systems of Austin, AVES Audio Visual Systems, Inc., B & H Photo & Electronics Corporation, Best Buy Stores, L.P. dba Best Buy for Business, Carahsoft Technology Corporation, CDW LLC dba CDW Government LLC, Commercial Sales & Service, Inc., Critical Infrastructure Solutions (CIS) LLC, CTREC Hilton IT Academy, Fix Ur Gadget Operating Company dba Fix Ur Gadget, Global Gov/Ed Solutions, Inc., GK Holdings, Inc., dba Global Knowledge Training LLC, GovConnection, Inc., HiEd Inc., Houston Communications, Inc., ImageNet Office Systems, Ltd., Insource Technology Direct, LLC., Ion Wave Technologies, Inc., JADE Distributing, JANGA Technology, LLC., Jive Communications, Inc., K12 Alerts, Exebridge dba Le Tigre Solutions Inc., Mark III Systems, Micro Integration, MSA Systems Integration, PC Care, Inc., PCPC Direct Ltd., Pinnacle Office Group, Inc., Presidio Networked Solutions, Inc., Prime System., Total Technologies, LLC, Troxell Communications, Inc. and Unique Digital, Inc. for the period of 1/23/2015 through 1/22/2016
2. Contract renewal option for job no. 11/037JC for Carpet Maintenance and Related Items with Corporate Care for the period of 2/22/2015 through 2/21/2016
3. Contract renewal option for job no. 12/008LB for Printing and Copying Services with the following vendors: A&E - The Graphics Complex, Bayside Printing and Aspen Imaging dba Signature, LLC for the period of 2/28/2015 through 2/27/2016
4. Contract renewal option for job no. 10/030JC for Job Order Contracting with Alpha Building Corporation for the period of 2/22/2015 through 2/21/2016
5. Contract renewal option for job no. 13/017CG for Job Order Contracting with the following vendors: Adept Facilities and Design, Centerline Construction Services, Inc., Falkenberg Construction Co., Inc., Horizon International Group, LLC, Kellogg Brown & Root LLC (KBR), and Panhandle Steel Buildings Inc. for the period of 2/26/2015 through 2/25/2016

- C. 1. HCDE Governmental Services with: Alamo Area Council of Governments (San Antonio, Texas); Brownfield ISD (Brownfield, Texas); Canutillo ISD (El Paso, Texas); Carroll ISD (Southlake, Texas); city of Cedar Hill, Texas; India House, Inc.; Ingram ISD (Ingram, Texas); International AIDS Empowerment; city of Paris, Texas; San Patricio County (Sinton, Texas); Region 13 ESC (Austin, Texas); Somerset ISD (Somerset, Texas); Texas State Affordable Housing Corporation (Austin, Texas)

Motion made by Erica Lee Carter, seconded by Diane Trautman, to approve/ratify the interlocal contracts for HCDE Governmental Services with the named entities.

Motion passes with 7-0 voting to approve.

11. ACTION ITEMS - NON-CONSENSUS

- A. Consider approval of contract with Executive Threat Solutions, LLC (job # 12/007LB) to provide law enforcement services for Highpoint East, Highpoint North, ABC East, North Post Oak and the Irvington Administration Building for a total of 16,604 hours at an hourly rate of \$41.86 for a total amount not to exceed \$ 695,043.44 for the period of 1/1/2015 through 12/31/2015.

Motion made by Marvin Morris, seconded by Kay Smith to approve contract with Executive Threat Solutions, LLC (job # 12/007LB) to provide law enforcement services for Highpoint East, Highpoint North, ABC East, North Post Oak and the Irvington Administration Building for a total of 16,604 hours at an hourly rate of \$41.86 for a total amount not to exceed \$ 695,043.44 for the period of 1/1/2015 through 12/31/2015.

Motion passes with 6-0-1 voting to approve, with Erica Lee Carter abstaining.

- B. Consider approval of contract to upgrade the lighting at 6005 Westview using Trio Electric (RFP #13/043DA-03) for a total amount of \$67,891.

Motion made by Michael Wolfe, seconded by Marvin Morris to approve contract to upgrade the lighting at 6005 Westview using Trio Electric (RFP #13/043DA-03) for a total amount of \$67,891.

Motion passes with 7-0 voting to approve.

- C. Consider approval of Restated Urban Development Agreement with the Land Assemblage Redevelopment Authority, the City of Houston, Harris County, and other Local Taxing Units.

Motion by Erica Lee Carter, seconded by Angie Chestnut to approve Restated Urban Development Agreement with the Land Assemblage Redevelopment Authority, the City of Houston, Harris County, and other Local Taxing Units.

Motion passes with 6-0-1 voting to approve, with Michael Wolfe abstaining.

- D. Consider approval of contract award for job no. 15/010KJ for E-rate Telecommunication Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: AT&T Inc., Netsync Network Solutions, Phonoscope Light Wave, Inc., LeTigre Solutions, Inc., and Total Technologies, LLC. for the period of 7/1/2015 through 6/30/2016.

Motion by Diane Trautman, seconded Marvin Morris to approve contract award for job no. 15/010KJ for E-rate Telecommunication Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: AT&T Inc., Netsync Network Solutions, Phonoscope Light Wave, Inc., LeTigre Solutions, Inc., and Total Technologies, LLC.

for the period of 7/1/2015 through 6/30/2016.

Motion passes with 7-0 voting to approve.

- E. Consider approval of the 2013-2014 Annual Financial Audit, the fund balance categories and amounts as presented in the report. The audit was conducted by Whitley Penn LLP.

Marvin Morris stepped out of the room at 1:55 p.m. returned at 1:59 p.m.

Motion by Kay Smith, seconded by Don Sumners to approve the 2013-2014 Annual Financial Audit, the fund balance categories and amounts as presented in the report. The audit was conducted by Whitley Penn LLP.

Motion passes with 7-0 voting to approve.

- F. Consider reorganization of HCDE's Board officer position of vice-president.

Diane Trautman announced to the board that she resigns from her position as Vice President of the Board and thanked the board for allowing her to serve as Vice President.

Motion made by Diane Trautman, seconded by Erica Lee Carter, to elect Erica Lee Carter as Vice President of the Board.

Motion fails with 2--1 voting to elect Erica Lee Carter as Vice President of the Board, with Don Sumner, Marvin Morris, Kay Smith, and Michael Wolfe opposing, and Angie Chesnut abstaining.

Motion made by Michael Wolfe, seconded by Marvin Morris to elect Kay Smith as Vice President of the Board.

Motion passes with 4-2-1 voting to elect Kay Smith as Vice President of the Board, with Erica Lee Carter and Diane Trautman opposing, and Angie Chesnut abstaining.

Angie Chesnut, Board President, thanked Diane Trautman for her service as Vice President of the board.

The Board recessed at 2:16 p.m. and entered into executive session at 2:29 p.m.

12. **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; 551.076; 551.0821
- A. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- B. Deliberate security device(s), including the deployment of and specific occasion(s) for implementation, concerning iSS Mobile Classroom Units and the RMS Service Place from Hatch, Inc. for HCDE's Head Start Division
- C. Consultation with attorney regarding program review(s)
- The Board reconvened in open session at 3:12 p.m.

- RECONVENE** for possible action on items discussed in executive session
13. *No further action taken by the Board.*
14. **INFORMATION ITEMS**
- A. Personnel Information Items
 - B. December 2014 Employee Count
 - C. Revenue contracts less than \$50,000 for an aggregate amount of \$26,600:
 - Between Choice Partners and La Marque ISD - for Updating the Asbestos Management Plan for La Marque ISD for the period of 12/15/2014 - 2/28/2015 for \$3,500
 - Between Instructional Support Services and Aldine ISD - for presentations on "Knowledge Base & Awareness, Linguistics & Teaching English as a Second Language" (conducted by Dr. Patricia Morales) for the period of 10/23/2014 - 12/15/2014 for \$15,300
 - Between Instructional Support Services and South Houston Harmony Campuses - for TExES Review ESL #154 Mini Academy (Conducted by Dr. Patricia Morales) for the period 12/13/2014 - 12/13/2014 for \$1,400 plus books
 - Between Instructional Support Services and Waller ISD - for the purpose of serving as a Instructional Support Consultant working with Social Studies (Consultant - Mary Lynn Johnson) for the period of 12/1/2014 - 1/5/2015 for \$4,000 maximum
 - Between Business Services and the Committee on House Administration of the Texas House of Representatives of the State of Texas (for the benefit of Jessica Farrar) for Lease Agreement for the period of 01/01/2015 -12/31/2015 for \$2,400
 - D. Grant proposal to Kinder Morgan Foundation on behalf of Education Foundation of Harris County in the amount of \$5,000 for the All-Earth EcoBot Challenge, which serves 2,000 students.
 - E. Non-monetary contracts for FY 2014-2015:
 - Adult Education - Neighborhood Centers, Inc. - Location for Adult Education Classes for the period of 7/1/2014 - 6/30/2015
 - Therapy Services - Travis Medical Sales Corporation - Presentation on "Rehab Equipment Focus: Seated Positioning, Mobility and Transport" for the period of 1/21/2015
 - F. Adult Education TEAMS Report
 - G. Special Schools December Enrollment Report

- H. HCDE Donation Report for the month of December 2014
- I. Bravo Awards
- 15. **ADJOURN** - Next regular meeting is scheduled for Tuesday, February 24, Board room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.
Motion by Marvin Morris, seconded by Diane Trautman to adjourn the meeting.
Motion passes with 7-0 voting to adjourn.
The meeting adjourned at 3:20 p.m.

Board President

Board Secretary