

**Harris County Department of Education
Minutes of Regular Board Meeting
February 24, 2015**

The Harris County Board of School Trustees met in regular session on February 24, 2015 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Angie Chesnut, Board President, called the meeting to order at 1:01 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; Kay Smith, Board Vice-President; Erica Lee Carter; Don Sumners; Diane Trautman; and Michael Wolfe

Board Members Absent: Marvin Morris

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; Karla Cantu, Board Secretary; Lisa Caruthers, Director Cooperative for Afterschool Enrichment (CASE); 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; Jean Polichino, Director Therapy Services; Jim Schul, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jeannette Truxillo, Director Research & Evaluation; and Danny Vu, Director Technology; Lidia Zatopek, Director Alternative Certification

Visitors: Joseph Le; and Colleen Vera

1. **Invocation** - Curtis Davis - Records Management
2. **Pledge of Allegiance to the US flag** - Don Elder, Choice Partners Cooperative
3. **Pledge of Allegiance to the Texas flag** - Don Elder, Choice Partners Cooperative
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.

Colleen Vera addressed the Board regarding items 6.F.2. and 7.C.

5. Reports and presentations:

- A. Presentation of the 2014 TASBO Recognized Award of Merit for Purchasing Operations - Jorgannie Carter, Director
- B. Annual update on the HCDE Choice Partners Cooperative - Derek Gillard, Director
- C. Annual update on the HCDE Records Management Division - Curtis Davis, 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

Kay Smith reported on her attendance to the Cy Ranch High School Star program on February 6, 2015 and on her participation in the HCDE superintendent's Board Walk during which she and Mr. Sumners visited various HCDE sites with Superintendent James Colbert.

Diane Trautman reported on her attendance to the Head Start Policy Council meeting February 23, 2015.

Erica Lee Carter reported on her attendance to the Scholastic Award reception February 20, 2015 at the Glassell School.

- E. Monthly Financial Reports through January 31, 2015 - Jesus Amezcua, Assistant Superintendent for Business Services

Items removed from the Consent Agenda *Erica Lee Carter requested to remove items 6.E.19., 6.G.1. and 6.G.2. from the consent agenda.*

Michael Wolfe requested to remove item 6.F.2. from the consent agenda.

Motion made by Kay Smith, seconded by Erica Lee Carter.

Motion passes with 6-0 voting to approve items 6.A. through 6.F.1. with the exception of items 6.E.19., 6.F.2., 6.G.1. and 6.G.2.

6. ACTION ITEMS - CONSENSUS

A. Consider approval of the following Business Services items:

1. January 2015 Disbursement Report
2. Monthly Budget Amendment Report

3. Monthly Investment Report for January 2015

B. Consider approval of the following meeting minutes:

1. January 22, 2015 Board Meeting Minutes
2. January 22, 2015 Audit Committee Meeting Minutes

C. Consider ratification of the following Interlocal Contracts:

1. HCDE Governmental Services with: Christian Women's Job Corp of the Highland Lakes (Burnet, Texas); Era ISD (Era, Texas); city of Farmers Branch, Texas; First Baptist Church (Corpus Christi, Texas); Hosanna Fellowship Inc (Houston, Texas); Gadsden ISD (Sunland Park, New Mexico); Joe Barnhart Bee County Library (Beeville, Texas); NYOS Charter School, Inc. (Austin, Texas); city of Richmond, Texas; River Oaks Baptist School (Houston, Texas); San Marcos CISD (San Marcos, Texas); South Texas Collaborative for Housing Development, Inc. (La Feria, Texas); Southwest Human Development Services Corporation (Austin, Texas); St. Agnes Academy (Houston, Texas); Texas Department of Public Safety Officers Association (Austin, Texas); Texas Municipal Power Agency (Bryan, Texas); The Beta Foundation (Houston, Texas); Travis County ESD #12 (Manor, Texas); and Young Scholars' Christian Institute (DeSoto, Texas)
2. 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. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model
3. Alief ISD (50 students served) for one CASE for Kids City Connections Grant in the amount of \$22,500 for the period of 1/6/2015 through 6/4/2015
4. Alief ISD (220 students served) for the CASE Partnership Project Quality Improvement grant in the amount of \$220,000 for the period of 08/01/14 through 08/31/15. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model
5. Cypress Fairbanks ISD (44 students served) for one CASE for Kids City Connections grant in the amount of \$5,031 for the period of 2/5/2015 through 5/9/2015
6. Houston ISD (100 students served) for one CASE for Kids City Connections Grant in the amount of \$15,000 for the period of 1/6/2015 through 6/30/2015
7. 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. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model
8. Academy of Accelerated Learning 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. Original interlocal contract revised to reflect new changes in the campus expenditure reimbursement model
9. Pasadena ISD (135 students served) for one CASE Partnership Project Quality

Improvement Grant in the amount of \$135,000 for the period of 8/1/2014 through 8/31/2015. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model

10. Sheldon ISD (50 students served) for one CASE Partnership Project Quality Improvement Grant in the amount of \$50,000 for the period of 8/1/14 through 8/31/15. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model
 11. 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. Original Interlocal Agreement revised to reflect new changes in the campus expenditure reimbursement model
 12. HCDE ABC East with Pearland ISD for one (1) annual student contract in the amount of \$19,900 and Sheldon ISD for one (1) individual monthly student contract in the amount of \$10,150 for FY 2014-2015
- D. Approval of Interlocal Contract with Spring Branch ISD to provide Adult Education classes for the period of 07/01/14 through 06/30/15
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. Contract renewal option for job no. 11/005KJ for Educational Materials and Related Items with the following vendors: Abecedarian, ACE Educational Supplies, Assessment Services, Inc., Attainment Company, Capital Microscope, Express Booksellers, Health Edco/Childbirth Graphics/Health Impressions, Oriental Trading Company, Inc., National Reading Styles Institute, NCS Pearson Clinical Assessment, Inc., S&S Worldwide, School Datebooks Inc. dba The Student Planner and VWR International, LLC/Sargent Welch for the period of 2/22/2015 through 2/21/2016
 2. Contract award for job no. 15/006MP for Technology Products and Services to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Barnes & Noble Booksellers, Inc., Bass Computers, Inc., CDI Computer Dealers Inc., Double M Laser Products Inc. dba Enhanced Laser Products (ELP), FireFly Computers, LLC., Gaggle.Net, Inc., Houston Information Team, LLC (HIT), Insight Investments, LLC, Insource Technology Direct, LLC, iTech Enterprises dba iTech Solutions, LyncVerse Technologies, Inc., Netsync Network Solutions, NWN Corporation, Optus Inc., Phonoscope Enterprises Group, LLC dba Phonoscope Cable, Phonoscope LightWave, Inc., QA Systems, Inc., Rugged Protection, LLC, Set Solutions, Inc., SHI/Government Solutions, Way Tech LLC dba Silicon Mountain Memory, PC Specialist, Inc., dba Technology Integration Group (TIG), Allegis Group Holdings, Inc. dba TEKSystems, Inc., Total Technologies, LLC, True North Consulting Group, LLC. and Tele-Communication, Inc. dba Unified Communications for the period 2/24/2015 through 2/23/2016
 3. Contract award for job no. 15/018MP for Technology Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: ACCO Brands Corporation dba GBC, Butler Business Products LLC, Pyramid Paper Company dba Pyramid School Products,

Scott Electric and Standard Stationery Supply Co. for the period 4/1/2015 through 3/31/2016

4. Contract award for job no. 15/017MP 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: Butler Business Products LLC, Educators Depot, Inc., Elgin School Supply Co., Inc., National Art & School Supplies, Office Depot, Pyramid Paper Company dba Pyramid School Products, School Specialty, Inc., and Standard Stationery Supply Co. for the period 4/1/2015 through 3/31/2016
5. Contract award for job no. 15/016MP for Medical Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Heartsafe America, Inc., NAO Global Supply LLC, Pyramid Paper Company dba Pyramid School Products and School Health Corporation for the period 4/1/2015 through 3/31/2016
6. Contract award for job no. 15/015MP for Janitorial Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Buckeye International, Inc. dba Buckeye Cleaning Center-Houston, Calico Industries, Inc., and Pollock Investments, Inc. dba Pollock Paper Distributors/Pollock Packaging for the period 4/1/2015 through 3/31/2016
7. Contract award for job no. 15/014MP for Food Service Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Calico Industries, Inc., Orr Textile Company, Inc., Pollock Investments, Inc. dba Pollock Paper Distributors/Pollock Packaging, Pyramid Paper Company dba Pyramid School Products, Wallace Packaging, LLC and Unisource Worldwide, Inc. dba Xpedx, LLC for the period 4/1/2015 through 3/31/2016
8. Contract award for job no. 15/013MP for Classroom Teaching Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Butler Business Products LLC, DGS Educational Products, EarlyChildhood LLC dba Discount School Supply, Pyramid Paper Company dba Pyramid School Products, S&S Worldwide and Standard Stationery Supply for the period 4/1/2015 through 3/31/2016
9. Contract award for job no. 15/012MP for Athletic Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Varsity Brands Holding Co., Inc., dba BSN Sports, LLC, Buddy's Allstars, Inc., Orr Textile Company, Pyramid Paper Company dba Pyramid School Products, S&S Worldwide and School Specialty, Inc. for the period 4/1/2015 through 3/31/2016
10. Contract award for job no. 15/011MP for Art Supplies and Related Items to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Blick Art Materials LLC, Butler Business Products, LLC, CAS Industries, Inc. dba Commercial Art Supply / The Art Store,

Earlychildhood LLC dba Discount School Supply, Pyramid Paper Company dba Pyramid School Products, S&S Worldwide Inc., School Specialty, Inc., Standard Stationery Supply Company, U R Investment Inc. dba Texas Teacher and Parent Supply and Triarco Arts & Crafts, LLC for the period 4/1/2015 through 3/31/2016

11. Contract award for job no. 15/009CG for IDIQ Building Trade Services to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Carlos L. Hernandez dba AAA Time Saver Services, Acme Fence Services, Inc., Business Flooring Partners, LLC, Carl M Grossman, Sr. dba CM Grossman Plumbing, Clean tile and More, Inc., RMB Management, LLC dba Corestone Construction Services, DuraPlay, Inc., Facilities USA LLC, Heat Transfer Solutions, Inc. dba HTS Texas, Interfacing Company of Texas, Texas Liqua Tech Secs Inc. dba Liqua Tech, Maintenance Solutions, Inc., Millennium Project Solutions, Inc., Rubber Duck LLC dba Miracle Method Mid Cities, Mitchell Paint & Wallcovering, Inc. dba Mitchell Contracting, Nash Industries, Inc., Pfeiffer & Son, Ltd., Precision Safe Sidewalks, LLC, Raven Mechanical LP, Schramme Construction, David Michael Erp dba Soteria Safety Services LLC, Spec Pro, Inc., T&R Mechanical, Inc., Tandus Centiva Inc., dba Tandus Centiva US LLC, TSP Specialty Products, Ltd., dba Texas Specialty Products, Washington & Son's A/C Heating LLC and Williamson Services, Inc. dba Williamson Restoration, Inc. for the period 2/24/2015 through 2/23/2017
12. Contract renewal option for job no. 14/016DG for Graduation, Yearbooks and Commemorative Items with the following vendors: Pride and Recognition Inc. dba Balfour Company, Taylor Publishing Company dba Balfour, Herff Jones Scholastic and Jostens, Inc. for the period of 4/15/2015 through 4/14/2016
13. Contract renewal option for job no. 14/002DA for Online Tutoring with the following vendors: Focus Cares, Inc. dba Focus EduVation, Inc.; On The Third Day Christian Ministries dba Laureate Learning Center; and Tutor Pace Inc. for the period of 4/15/2015 through 4/14/2016
14. Contract renewal option for job no.12/032DG for Workshop Management Systems with the following vendor: SignUp4, LLC for the period of 4/17/2015 through 4/16/2016
15. Contract renewal option for job no. 12/006CG for Indoor/Outdoor Athletic Surfaces and Related Items with the following vendors: Hellas Construction, Inc. for the period of 4/17/2015 through 4/16/2016
16. Contract award for job no. 15/005JN for Janitorial Cleaning Services to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: ABM Janitorial Services, Ambassador Services, LLC, Hospitality Cleaning Services, Metroclean Commercial Building Solutions and Tulip Building for the period 2/24/2015 through 2/23/2016
17. Contract renewal option for job no. 11/020DG for Fine Paper and Related Items with the following vendors: Bosworth Papers, Inc., Butler Business Products, LLC and Olmsted-Kirk Paper Company for the period of 4/1/2015 through 3/31/2016

18. Contract renewal option for job no. 10/030JC for Job Order Contracting with P2MG for the period of 2/22/2015 through 2/21/2016

F. Consider approval of the following contract renewal options for Internal Purchasing:

1. Contract renewal option for job no. 13/021EK for Mobile Application Development with Appddiction Studio for the period of 04/15/2015 to 04/14/2016

- 6. H.** Consider approval of an Interlocal Amendment to increase available amount for the city of Houston out-of-school time funding for city connections administered by CASE for Kids by \$150,000 for an amended total of up to \$700,000.

Motion made by Don Sumners, seconded by Kay Smith to approve an Interlocal Amendment to increase available amount for the city of Houston out-of-school time funding for city connections administered by CASE for Kids by \$150,000 for an amended total of up to \$700,000.

Motion passes with 6-0 voting to approve.

Items pulled from the Consent Agenda.

- 6. E. 19.** Contract renewal option for job no. 12/034KJ for Moving and Relocation Services with the following vendors: A-Rocket Moving and Storage, Inc., Pioneer Contract Services, Inc. and Roadrunner Moving & Storage Ltd for the period of 2/28/2015 through 2/27/2016

Motion made by Diane Trautman, seconded by Angie Chesnut to approve the contract renewal option for job no. 12/034KJ for Moving and Relocation Services with the following vendors: A-Rocket Moving and Storage, Inc., Pioneer Contract Services, Inc. and Roadrunner Moving & Storage Ltd for the period of 2/28/2015 through 2/27/2016.

Motion passes with 5-0-1 voting to approve and one abstention by Erica Lee Carter.

- 6. F. 2.** Contract renewal option for job no. 13/040KJ for Head Start Substitute Teachers and Teacher Aides with ChildCare Careers, for the period of 4/23/2015 through 4/22/2016

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the contract renewal option for job no. 13/040KJ for Head Start Substitute Teachers and Teacher Aides with ChildCare Careers, for the period of 4/23/2015 through 4/22/2016.

Kay Smith requested an update on Head Start personnel matters for April meeting.

Motion passes with 5-1 voting to approve and Michael Wolfe voting nay.

- 6. G.** Consider approval of the following Revenue Agreements:

1. Consultant Services Contract between HCDE Business Services and La Marque ISD to provide accounting and consulting services for the period of 2/1/2015 through 3/31/2015 in an amount not to exceed \$17,265

Motion made by Diane Trautman, seconded by Angie Chesnut to approve a

Consultant Services Contract between HCDE Business Services and La Marque ISD to provide accounting and consulting services for the period of 2/1/2015 through 3/31/2015 in an amount not to exceed \$17,265.

Motion passes with 6-0 voting to approve.

2. Ratification and approval of revenue Master Service Interlocal Contract between HCDE Business Services and La Marque ISD to provide business services for the period of 6/1/2014 through 8/31/2016 in an amount not to exceed \$39,140

Motion made by Erica Lee Carter, seconded by Don Sumners to ratify and approve a revenue Master Service Interlocal Contract between HCDE Business Services and La Marque ISD to provide business services for the period of 6/1/2014 through 8/31/2016 in an amount not to exceed \$39,140.

Motion passes with 6-0 voting to ratify and approve.

7. ACTION ITEMS - NON-CONSENSUS

- A. Consider approval of the 2015-2016 HCDE Work/Holiday Calendar.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the 2015-2016 HCDE Work/Holiday Calendar.

Motion made by Michael Wolfe, seconded by Don Sumners to amend the motion to approve to amend the calendar to identify the holidays on this calendar.

Motion fails with 2-3-1 voting to list all holidays on this calendar with Angie Chesnut, Erica Lee Carter and Diane Trautman voting nay and Kay Smith abstaining.

Motion made by Erica Lee Carter to amend the calendar by changing the January 2016 Board meeting to Thursday, January 21, 2016.

Friendly amendment to the original motion by Erica Lee Carter and Diane Trautman to amend the calendar to move the January 2016 board meeting to January 21, 2016 passes with 6-0 voting to approve.

Original motion, as amended, passes with 6-0 voting to approve.

- B. Submission of an amended Federal Application Sf-424 to the U.S. Department of Health and Human Services (HHS), Administration of Children and Families (ACF) to support Early Head Start (EHS) Expansion in the Baytown area and EHS-Child Care Partnership (CCP), in the amount of \$2,050,000 for Operations and Training and Technical Assistance and One-time EHS-CCP Start-up Funds of \$718,705, totaling \$2,768,705 serving 100 children 0-3 years of age for the period of 03/01/2015 - 2/29/2016.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve an amended Federal Application Sf-424 to the U.S. Department of Health and Human Services (HHS), Administration of Children and Families (ACF) to support Early Head Start (EHS) Expansion in the Baytown area and EHS-Child Care Partnership (CCP), in the amount of \$2,050,000 for Operations and Training and Technical Assistance and One-time EHS-CCP Start-up Funds of \$718,705, totaling \$2,768,705 serving 100 children 0-3 years of

age for the period of 03/01/2015 - 2/29/2016.

Motion made by Kay Smith, seconded by Michael Wolfe to table this item.

Kay Smith withdraws her motion to table the item.

Motion passes with 4-2 voting to approve with Don Sumners and Michael Wolfe voting nay.

- C.** Consider approval and ratification of renewal of revenue contract with Region 10 Education Service Center (ESC) Task Subcontract for Texas Virtual School Network in an amount of \$743,654 for the period of 09/01/2014 to 02/28/2015.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve and ratify the renewal of revenue contract with Region 10 Education Service Center (ESC) Task Subcontract for Texas Virtual School Network in an amount of \$743,654 for the period of 09/01/2014 to 02/28/2015.

Motion passes with 6-0 voting to approve.

- D.** Consider approval to purchase a Cisco UCS Performance Bundle and network switches from Netsync Network Solutions (Choice Partners job no. 15/006MP) in an amount not to exceed \$120,573

Motion made by Kay Smith, seconded by Angie Chesnut to approve the purchase of a Cisco UCS Performance Bundle and network switches from Netsync Network Solutions (Choice Partners job no. 15/006MP) in an amount not to exceed \$120,573.

Motion passes with 6-0 voting to approve.

- E.** Consider approval of a resolution amending the Authorized Representatives in the TEXPool Investment Pool and the Lone Star Investment Pool due to a change in investment responsibilities in the business office.

Motion made by Don Sumners, seconded by Diane Trautman to approve a resolution amending the Authorized Representatives in the TEXPool Investment Pool and the Lone Star Investment Pool due to a change in investment responsibilities in the business office.

Motion passes with 6-0 voting to approve.

- F.** Consider approval of Interlocal Agreement with the Harris County Sheriff Office for law enforcement services at the ABC West Campus from 3/1/15 through 2/29/16 in an amount not to exceed \$67,150.

Motion made by Diane Trautman, seconded by Angie Chesnut to approve an Interlocal Agreement with the Harris County Sheriff Office for law enforcement services at the ABC West Campus from 3/1/15 through 2/29/16 in an amount not to exceed \$67,150.

Motion passes with 6-0 voting to approve.

- G.** Consider approval of grant award from The Digital Trust Foundation to HCDE Technology Services (Cirrus Learn) in the amount of \$187,500 for the period of March 2015 through June 2016 for implementation of the Cirrus Learn Online – Understanding

Digital Safety program to help educate middle school teachers and students in Cypress Fairbanks ISD to be safe and responsible digital citizens.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a grant award from The Digital Trust Foundation to HCDE Technology Services (Cirrus Learn) in the amount of \$187,500 for the period of March 2015 through June 2016 for implementation of the Cirrus Learn Online – Understanding Digital Safety program to help educate middle school teachers and students in Cypress Fairbanks ISD to be safe and responsible digital citizens.

Motion passes with 6-0 voting to approve.

- H. Consider acceptance of the Notice of Award (NOA) from the Department of Health and Human Services Administration for Children and Families for the Area I Head Start Division in the amount of \$5,957,579 from 01/01/2015 through 12/31/2015.

Motion made by Kay Smith, seconded by Diane Trautman to accept the Notice of Award (NOA) from the Department of Health and Human Services Administration for Children and Families for the Area I Head Start Division in the amount of \$5,957,579 from 01/01/2015 through 12/31/2015.

Motion passes with 6-0 voting to approve.

- I. Board resolution to submit a grant application in the amount of \$80,000 to the Office of the Governor, Criminal Justice Division, to implement the Alternative Pathways project at Highpoint schools, which will serve 500 students.

Motion made by Kay Smith, seconded by Erica Lee Carter to approve a Board resolution to submit a grant application in the amount of \$80,000 to the Office of the Governor, Criminal Justice Division, to implement the Alternative Pathways project at Highpoint schools, which will serve 500 students.

Motion passes with 6-0 voting to approve.

The Board recessed at 2:44 p.m.

The Board reconvened and entered into Executive Session at 3:00 p.m.

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. Employment:
Teacher, ABC East
Curriculum and Compliance Officer, Alternative Certification
Director, Center for Safe and Secure Schools
TS Teacher, ABC West
- B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees and obtain legal advice regarding same.
- C. Consultation with attorney regarding open records requests and obtain legal

advice regarding same

The Board reconvened into Open Session at 3:46 p.m.

9. RECONVENE for possible action on items discussed in executive session

A. Employment:

Teacher, ABC East
Curriculum and Compliance Officer, Alternative Certification
Director, Center for Safe and Secure Schools
TS Teacher, ABC West

Motion made by Kay Smith, seconded by Don Sumners to approve employment as discussed in Executive Session.

Motion passes with 6-0 voting to approve.

10. INFORMATION ITEMS

A. HR Information Items

B. January 2015 Employee Count

C. First reading of policy:CDA (Local) - Other Revenues InvestmentsDCD (Local) - Employment Practices At-Will EmploymentDCE (Local) - Employment Practices Other Types of ContractsDCB (Local) - Employment Practices Educator Term ContractsDFAB (Local) - Probationary Contracts Termination at End of YearGBA (Local) - Public Information Program Access to Public Information

D. Revenue contracts less than \$50,000 for an aggregate amount of \$39,940:

- Between Choice Partners and The Rhodes School - for assisting the facilities leadership in an advisory position with capital projects for the period of 1/5/2015 - 25/30/2015 for \$2,700.
- Between Instructional Support Services and New Caney ISD - for New Math TEKS grades 3/4 & 5/6 (conducted by Nicole Shanahan) for the period of 7/20/2015 - 7/23/2015 for 10,000.
- Between Instructional Support Services and Accelerate Learning - for Early Explorer STEAM Centers Training (conducted by Lisa K. Felske) for the period of 2/12/2015 - 2/12/2015 for \$1,000.
- Between Instructional Support Services and Apple Inc. - for presentation on "Visionary Leadership for Transformative Teaching and Learning" for the period of 2/24/2015 - 2/24/2015 for \$2,000.
- Between Instructional Support Services and Klein ISD - for training on the Nurtured Heart approach for the period of 2/2/2015 - 8/28/2015 for \$2,500.
- Between Instructional Support Services and Southwest Schools - for New Math TEKS Grades 1/2 & 3/4 (conducted by Nicole Shanahan) for the period of

1/9/2012 - 1/30/2015 for \$8,000.

- Between Instructional Support Services and Dickinson ISD - for Pre K/K Math Institute (conducted by Nicole Shanahan) for the period of 1/5/2015 - 1/5/2015 for \$1,200.
- Between Instructional Support Services and Spring ISD - for ESL #154 Review ESL Supplemental (conducted by Dr. Patricia Morales) for the period of 2/17/2015 - 3/12/2015 for \$8,540.
- Between CASE and Kaleidoscope Youth Development Services, Inc. - CASE for Kids Ameri-Corps members will implement Kid's Day curricula for the period of 10/6/2014 - 7/31/2015.

E. CASE grant awards (expenditure) to implement the After-School Initiative for the Spring 2015/Summer 2015 with the following entities:

- College Community Career for the period of 1/12/2015 - 6/20/2015 for \$5,000
- Chinese Community Center for the period of 1/5/2015 - 6/30/2015 for \$11,250
- Solutions for Better Living for the period of 6/1/2015 - 6/30/2015 for \$5,000
- Alief Family YMCA for the period of 1/5/2015 - 6/30/2015 for \$11,250

F. Grant award from the Education Foundation of Harris County to HCDE's Cooperative for After-School Enrichment (CASE) in the amount of \$5,000

G. Frost Bank Corporate grant award through the Education Foundation of Harris County to HCDE's Cooperative for After-School Enrichment (CASE) in the amount of \$45,000.

H. Grant proposal to Kitchen Gardeners International (Sow It Forward) on behalf of the Education Foundation of Harris County and Head Start in the amount of \$300 to support Area I Head Start Gardens at the Fifth Ward Head Start Center, which will serve 74 students and families 2014-2015.

I. Grant proposal to Texas Council for Developmental Disabilities in the amount of \$4,000 for Instructional Support Services-Special Education to host the Summer Autism Institute. Approximately 200 participants will attend the training.

J. Submission of proposal to Brinker International to support Head Start's Read Excel Achieve Learn (REAL) SuperMENTors Read program. The request is to purchase age appropriate pre-packaged Scholastic Inc. book sets for 73 students at the Humble Head Start Center.

K. Memorandum of Understanding Contracts for FY 2014-2015 with the following Divisions/Entities:

- With ConnectCare Solutions, LLC dba Connect Care Therapy for Kids for the purpose of therapy service from 8/1/2014 - 7/31/2016
- With OCI Acquisitions, LLC dba Care Options for Kids for the purpose of therapy service from 8/1/2014 - 7/31/2016

- With Health and Human Services Commission for online community based application assistance through the YourTexas Benefits.com website for supplemental nutrition assistance program, temporary assistance for needy families, Medicaid, CHIP, and long-term care services programs for execution of contract to January 31, 2017.
- L. Non-monetary contracts for FY 2014-2015:**
- Adult Education - The Salvation Army - Location for Adult Education Classes for the period of 7/1/2014 - 6/30/2015.
 - Adult Education - Memorial Drive United Methodist Church- Location for Adult Education Classes for the period of 7/1/2014 - 6/30/2015.
 - Adult Education - South Houston Community College - Location for Adult Education Classes for the period of 7/1/2014 - 6/30/2015.
- M.** HCDE's Area I Head Start USDA Meal Totals for the months of November and December 2014.
- N.** HCDE Area I Head Start Selection Criteria 2015 - 2016
- O.** HCDE's Area I Head Start Performance Reports for the months of November and December 2014.
- P.** Adult Education Division - Texas Educating Adults Management System (TEAMS) Report for January, 2015.
- Q.** CASE Performance Report
- R.** Special Schools January 2015 Enrollment Report
- S.** HCDE Donation/Sponsor Report for the month of January 2015
- 11. **ADJOURN**** - Next regular meeting is scheduled for Tuesday, April 21, 2015, Board room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.
- Motion made by Kay Smith, seconded by Diane Trautman to adjourn the meeting.*
- Motion passes with 6-0 voting to adjourn.*
- The meeting adjourned at 3:47 p.m.*