

**Harris County Department of Education
Minutes of Regular Board Meeting
September 15, 2015**

The Harris County Board of School Trustees met in regular session on September 15, 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; Kay Smith, Board Vice-President; Erica Lee Carter; Marvin Morris; Diane Trautman; and Michael Wolfe

Don Sumners arrived at 1:15 p.m.

Board Members Absent: None

Board Attorney: Ellen Spalding

Administration: James Colbert, Jr., County School Superintendent; Jesus Amezcua, CPA, Assistant Superintendent for Business Services; Kimberly McLeod, Assistant Superintendent for Education and Enrichment; and Jonathan Parker, Assistant Superintendent for Academic Support

Jay Atkins, Director Construction; Ecomet Burley, Director Center for Safe and Secure Schools; Lisa Caruthers, Director CASE for Kids; Karla Cantu, Board Secretary; Curtis Davis, Director Records Management; Derek Gillard, Director Choice Partners Cooperative; Louise Henry, Director Marketing; Eduardo Honold, Director Adult Education; Les Hooper, Senior Director Facilities; Sonny Janczak, Director Maintenance; Tammy Lanier, Director Communications & Public Information; Brenda Mullins, Director Curriculum and Compliance Services; Dee Mattox-Hall, Senior Director Special Schools; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Jim Schul, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Danny Vu, Director Technology; Jimmy Wynn, Special Assistant to Superintendent

Visitors: Joseph Le; Terrice Richards; Colleen Vera; Sam Webb

1. **Invocation** - Susan Brown, Facilities
2. **Pledge of Allegiance to the US flag** - Jay Atkins, Facilities
3. **Pledge of Allegiance to the Texas flag** - Jay Atkins, Facilities
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 the Board agenda and the Texas Virtual School Network contract with Region 10.

5. **Reports and presentations:**

- A. Required Head Start Eligibility Report - Venetia Peacock, Head Start
- B. Annual update on the HCDE Facilities Division - Jay Atkins, Facilities
- C. Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE 2014 Comprehensive Annual Financial Report (CAFR) and 2014 Popular Annual Financial Report (PAFR) - Jesus Amezcua, Assistant Superintendent for Business Services
- 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.
Michael Wolfe reported on his attendance to Deputy Darren Goforth's funeral.
- E. Monthly Financial Reports through 08/31/2015 - Jesus Amezcua, Assistant Superintendent for Business Services

Items removed from the Consent Agenda *Michael Wolfe requested to remove items 6.A.3., 6.B., 6.C.6., 6.C.7., 6.E.6., 6.F.1. and 6.G.5. from the consent agenda.*

from the Consent Agenda *Motion made by Michael Wolfe, seconded by Erica Lee Carter to approve the remaining items in the consent agenda.*

Motion passes with 7-0 voting to approve remaining items with the exception of items 6.A.3., 6.B., 6.C.6., 6.C.7., 6.E.6., 6.F.1. and 6.G.5.

6. **ACTION ITEMS - CONSENSUS**

- A. Consider approval of the following Business Services items:
 1. August Disbursement Report
 2. Monthly Investment Report for August 2015

- C. Consider approval/ratification of the following Interlocal Contracts:
1. **School-based Therapy Services (revenue contract) for FY 2016 in the aggregate amount of \$1,800,925** with the following entities: Galena Park ISD (2 students) in the amount of \$4,275; Katy ISD (1,043 students) in the amount of \$1,717,325 and Klein ISD (77 students) in the amount of \$79,325
 2. **Adult Education for FY 2016 in the aggregate amount of \$1,200 with Lee College** for the promotion of adult education in Harris County
 3. **Highpoint School East (revenue contract) for FY 2016 with Goose Creek Consolidated ISD** for 18 annual student contracts for an aggregate amount of \$178,200
 4. **Highpoint School East Amendment to Interlocal (revenue contract) between and Barbers Hill ISD** for FY2016 to increase the number of student contracts from one (1) to two (2) for a total amount of \$21,800; (an increase of \$10,900)
 5. **Academic and Behavior School East (revenue contract) for FY 2016 with Huffman ISD** for one annual student contract for an aggregate amount of \$21,000
- D. **Adult Education for FY 2016 with the following entities:** Cy Fair ISD, Deer Park ISD, Katy ISD and Klein ISD for the location of Adult Education classes
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Assignment of contract for job no. 15/022TJ-03 for Produce Items** from Third Coast Fresh Distribution LLC to Hardie's Fruit and Vegetable Co. Houston, LP effective upon Board approval
 2. **Contract renewal option for job no. 14/035TJ for Technical Services and Products for Food Service** with the following vendors: 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, 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 11/18/2015 through 11/17/2016
 3. **Contract renewal option for job no. 13/057DA for Elevators and Other Related Services with the following vendors:** A&F Elevator Inc. and EMR Elevator, Inc. for the period 11/19/2015 through 11/18/2016
 4. **Contract renewal option for job no. 13/067DG for Janitorial Products and Services with the following vendors:** Buckeye International, Inc. dba Buckeye Cleaning Center-Houston, Complete Supply Inc. and Cordell Inc. dba Ridley's Vacuum & Janitorial Supply for the period 11/19/2015 through 11/18/2016
 5. **Contract renewal option for job no. 14/036JN for Integrated Technology Laboratories with the following vendor:** Learnscapes, Inc. dba Creative Learning Systems for the period 11/18/2015 through 11/17/2016
 7. **Contract award for job no. 15/044MP for Web Design Services** to the proposers offering the best value to HCDE Choice Partners and meeting the specifications

outlined in the proposal: Ambonare Incorporated, Blackboard, Inc., ezTask.com, Inc., Vision Technology Solutions, LLC d/b/a Vision Internet Providers and Short Enterprises, Inc. d/b/a WebRevelation for the period 09/15/2015 through 09/14/2016

8. **Contract award for job no. 15/046MP for Automotive Equipment, Tires, Parts and Services with the following vendors:** A to Z Tire & Battery Inc and Subsidiaries, Batteries Holdings, LP dba Batteries & Bulbs and Creative Bus Sales for the period 09/15/2016 through 09/14/2016
 9. **Contract award for job no. 15/048CG for Art and Artwork Advisory Services with the following vendor:** Art and Artisan Consulting, Inc. for the period 09/15/2015 through 09/14/2016
 10. **Contract award for job no. 15/049JN for Trenchless Technology Rehabilitation and Related Items and Services with the following vendor:** Layne Inliner, LLC and SAK Construction, LLC for the period 09/15/2015 through 09/14/2016
 11. **Contract award for job no. 15/052KC for Scientific Equipment and Related Items with the following vendors:** Carolina Biological Supply Company, Educator's Depot Inc., Flinn Scientific Inc., School Specialty, Inc. dba Frey Scientific, SJS Partnership WRS Group, Ltd dba Health Edco, Health Impressions, Childbirth Graphics, 259 Holdings Ltd., LLC dba Microscope World, Priscilla M. Ayerite dba NAO Global, Pitsco Education and Carol Espensen dba Southern Science Supply for the period 09/15/2015 through 09/14/2016
- F. Consider approval of the following items for Internal Purchasing (as per Policy CH Local):
2. **Contract award for job no. 15/063YR for CASE After-School and Summer Direct Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** L. Smurphe. F. Institute; Little Birdies Golf Academy; Soaring Eagles; Zulli Method
 3. **Contract renewal option for job no. 11/047DG with McGriff Seibels & Williams for Property and Casualty Insurance** for the period of 10/1/2015 through 10/1/2016 for an estimated amount of \$512,497
 4. **Contract renewal option with Bass Computer, Inc., for job no. 13/074KJ for Laptops** and Other Related Equipment for the period of 10/15/2015 to 10/14/2016
- G. Consider approval of the following Revenue Agreements:
1. **Adult Education Revenue contract from Houston-Galveston Area Council (H-GAC) for FY 2016 in the amount of \$3,798,100** for Adult Education and Literacy services provided by HCDE for approximately 7,500 students in Harris and Liberty counties
 2. **Ratification and approval of revenue Consultant Services Contract between HCDE Business Services and La Marque ISD** to provide business services for the period of 9/1/2015 through 8/31/2016 in an amount not to exceed \$85,800

3. **Acceptance of funds totaling \$2,073,929 from the Texas Education Agency for CASE's Cycle 8 Year 3 21st Century Community Learning Centers grant** from 8/1/2015 through 7/31/2016. CASE anticipates serving 1,275 students with these grant funds.
 4. **Acceptance of funds totaling \$2,096,196 from the Texas Education Agency for CASE's Cycle 7 Year 5 21st Century Community Learning Centers grant** from 8/1/2015 through 7/31/2016. CASE anticipates serving 1,375 students with these grant funds.
- 6.A .3. Monthly Budget Amendment Report
- Motion made by Diane Trautman, seconded by Marvin Morris to approve the Monthly Budget Amendment Report.*
- Motion passes with 7-0 voting to approve.*
- 6.B. Consider approval of the 08/18/2015 Board Meeting Minutes.
- Motion made by Marvin Morris, seconded by Diane Trautman to approve the 08/18/2015 Board Meeting Minutes.*
- Michael Wolfe stated that he is, "calling into question whether Robert's Rules were followed at the previous meeting by allowing items to be reconsidered without someone on the prevailing side requesting that the items be reconsidered."*
- Kay Smith stated to Michael Wolfe and for the record that, "you were not here to be considered because you walked out to bust the quorum."*
- Ellen Spalding stated, "A motion was made after recognition by chair, it was allowed, there was no objection, the Board Operating Procedures state that while Robert's Rules are a guide to be followed, it is not the absolute rule of the Board and the Board is also guided by other principles in making its decision on Board operations. This agenda item is to approve what occurred at the meeting, the intent of the agenda item is not to debate whether it is proper."*
- Motion passes with 4-2-1 voting to approve with Michael Wolfe and Don Sumners voting nay and Erica Lee Carter abstaining.*
- 6.C.6. Choice Partners (revenue contract) with Beaumont ISD for HCDE/Choice Partners to act as the interim facility director from 10/01/2015 through 09/30/2016 in the amount not to exceed \$131,250
- Motion made by Marvin Morris, seconded by Erica Lee Carter to approve an Interlocal Revenue contract with Beaumont ISD for HCDE/Choice Partners to act as the interim facility director from 10/01/2015 through 09/30/2016 in the amount not to exceed \$131,250.*
- Motion passes with 6-0-1 voting to approve with Don Sumners abstaining.*
- 6.C.7. HCDE Governmental Services with: Arlington Classics Academy (Arlington, Texas); Central Texas Community Health Centers dba CommUnityCare (Austin, Texas); Christ Church (Apostolic) Inc. (Houston, Texas); Houston West Chamber of Commerce (Houston, Texas); Ingleside United Methodist Church (Ingleside, Texas); Jacksonville

ISD (Jacksonville, Texas); Jean Massieu Academy (Arlington, Texas); KI Education Foundation (San Marcos, Texas); KIPP DFW (Dallas, Texas); Lake Dallas ISD (Lake Dallas, Texas); City of Laredo, Texas; Leaders of Texas Foundation, Inc. (Houston, Texas); Marble Falls ISD (Marble Falls, Texas); Marian High School (NTI Career Institute) (Houston, Texas); McNeil Baptist Church (Luling, Texas); Momentous School (Dallas, Texas); City of Mount Pleasant, Texas; National Wildlife Federation (Austin, Texas); New Life Church (Spring, Texas); St. James Baptist Church (Austin, Texas); Starr County (Rio Grande City, Texas); and Walker County Hospital Corporation dba Huntsville Memorial Hospital (Huntsville, Texas)

Motion made by Erica Lee Carter, seconded by Marvin Morris to approve HCDE Governmental Services with: Arlington Classics Academy (Arlington, Texas); Central Texas Community Health Centers dba CommUnityCare (Austin, Texas); Christ Church (Apostolic) Inc. (Houston, Texas); Houston West Chamber of Commerce (Houston, Texas); Ingleside United Methodist Church (Ingleside, Texas); Jacksonville ISD (Jacksonville, Texas); Jean Massieu Academy (Arlington, Texas); KI Education Foundation (San Marcos, Texas); KIPP DFW (Dallas, Texas); Lake Dallas ISD (Lake Dallas, Texas); City of Laredo, Texas; Leaders of Texas Foundation, Inc. (Houston, Texas); Marble Falls ISD (Marble Falls, Texas); Marian High School (NTI Career Institute) (Houston, Texas); McNeil Baptist Church (Luling, Texas); Momentous School (Dallas, Texas); City of Mount Pleasant, Texas; National Wildlife Federation (Austin, Texas); New Life Church (Spring, Texas); St. James Baptist Church (Austin, Texas); Starr County (Rio Grande City, Texas); and Walker County Hospital Corporation dba Huntsville Memorial Hospital (Huntsville, Texas).

Motion passes with 6-1 voting to approve with Michael Wolfe voting nay.

- 6.E.6. Contract renewal option for job no. 14/038DG for Telemedicine Services with the following vendors: Doc-Aid Scribe Services, Inc. dba Doc-Aid Telemedicine Services, Lone Star Telemedicine Services, Inc. and Phonoscope Health Network, Inc. for the period of 11/18/2015 through 11/17/2016

Motion made by Marvin Morris, seconded by Diane Trautman to approve contract renewal option for job no. 14/038DG for Telemedicine Services with the following vendors: Doc-Aid Scribe Services, Inc. dba Doc-Aid Telemedicine Services, Lone Star Telemedicine Services, Inc. and Phonoscope Health Network, Inc. for the period of 11/18/2015 through 11/17/2016.

Motion passes with 5-1-1 voting to approve, with Michael Wolfe voting nay and Kay Smith abstaining.

- 6.F. 1. Expenditure renewals which have been previously procured and approved for FY 2016 under Policy CH Local by various HCDE divisions for an aggregate amount not to exceed \$8,312,500 with the following vendors:
Tax Related: Harris County Appraisal District (\$160,000 - HCDE tax appraisals)
Head Start Related: KQC Investors, LLC (\$260,000 - Lease for Channelview and Sheffield); Zieban Foundation Properties (\$60,500 - Lease for Coolwood); CV Baytown Joint Venture (\$90,000 - Lease for Baytown); Childcare Careers, LLC (\$100,000 Head Start Personnel); Glazier Food Company (\$300,000 - Head Start Groceries); Scholastic (\$60,000 - Read and Rise Literacy Program); Milk Products, LLC (\$100,000 - Dairy for

Head Start campuses)

Facilities Related: City of Houston Water (\$75,000 - Utility payment); Cre8 (\$50,000 - Architect Services); Dominion Air & Heat (\$75,000 - HVAC Services); Executive Threat Services, LLC (\$695,000 - Contracted Security Services); Reliant Energy (\$85,000 - Utility Payment/Gas); Harris County Treasurer (\$68,000 - Security Services); Hudson Energy Services (\$700,000 - Electricity Provider); Fleet Services (\$60,000 - Fuel Fleet Vehicles); High Point Sanitary Solutions (\$150,000 - Custodial Supplies); McGriff, Seibels & Williams (\$530,000 - Property Insurance); Metropolitan Landscape Management, Inc. (\$100,000 - Landscape Management); Quality Security Systems (\$275,000 - Security Monitoring/Repair); Facilities Sources (\$150,000 - Job Order Contracting); Trio Electric (\$60,000 - Electrical Services); Southern Care (\$50,000 - Parking Lot and Sweeping Services); ThyssenKrupp Elevator Corp (\$75,000 - Elevator Service and Maintenance)

Human Resources Related: CBS Personnel Services, LLC (\$150,000 - Temporary Staffing); Claims Administrative Services (\$55,000 - Third Party Administrator for Workers Compensation); Rogers, Morris, & Grover, LLP (\$300,000 - Legal Services for HCDE); Public Agency Retirement (PAR) (\$400,000 - Retiree Alternative Retirement Plan Payment); National Prosource (\$70,000 - Technology Staffing); Unum Life Insurance Co. of America (\$158,000 - Life Insurance)

Technology Related: AT&T (\$100,000 – Telecom services); Verizon Wireless (\$200,000 - Cell phone service); Prime Systems (\$135,000 - Technology Equipment and Personnel); Total Technologies, LLC (\$96,000 - Technology Equipment, Phone Systems, Data Cabling); Two Trees Technology (\$80,000 - Technology Equipment); Industrial Audio/Video (\$80,000 - Technology Equipment); CDW Government (\$200,000 - Technology Equipment); Phonoscope Lightwave Inc. (\$150,000 - E-rate Internet, Ethernet circuits); Marimon Business Systems (\$120,000 - Copier); Micro Integration (\$100,000 - Technology Equipment); Sungard Public Sector, Inc. (\$70,000 - Pentamation Support and Maintenance); Austin Ribbon and Computer Company (\$100,000 – Technology Equipment, IaaS); Unique Digital (\$150,000 - Back Up and Recovery Systems, Technology Equipment); Exebridge dba Le Tigre Solutions (\$100,000 - Technology Equipment); Accudata (\$50,000 - Internal and external risk analysis/assessment); Houston Information Team, LLC (HIT) (\$125,000 - Technology Equipment); Netsync Network Solutions (\$200,000 - Technology Equipment); Troxell Communications (\$125,000 - Technology Equipment); Unique Digital (\$200,000 - Technology Equipment); SHI Government (\$60,000 - Technology Equipment)
Other: Butler Business Products (\$250,000 - Office Supplies)

Motion made by Marvin Morris, seconded by Erica Lee Carter to approve expenditure renewals which have been previously procured and approved for FY 2016 under Policy CH Local by various HCDE divisions for an aggregate amount not to exceed \$8,312,500 with the vendors listed above.

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

- 6.G.5. Consider approval of HCDE Area I Head Start's 2016 continuation grant request for funding in the amount of \$11,915,157 for the project period of 01/01/2016 – 12/31/2016.

Motion made by Marvin Morris, seconded by Diane Trautman to approve HCDE Area I Head Start's 2016 continuation grant request for funding in the amount of \$11,915,157 for the project period of 01/01/2016 – 12/31/2016.

Motion passes with 6-1 voting to approve with Michael Wolfe voting nay.

At the request of Diane Trautman the Board made a friendly exchange to consider item 7.K. before all other items in the non-consent agenda.

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

- K. **Discussion of "Truth in Taxation" calculations, Effective Tax Rate, Rollback Tax Rate and approval of a tax rate for FY2015-16.** Consider a proposed tax rate of \$0.005567 per \$100 assessed property value for FY2015-2016 (tax year 2015). The Effective Tax Rate has been calculated at \$0.005567 per \$100 assessed property value. The recommended tax rate is the Effective Tax Rate. If approved, the proposed tax rate will not require additional public hearings and notices.

Motion made by Diane Trautman, seconded by Marvin Morris to approve a proposed tax rate of \$0.005567 per \$100 assessed property value for FY2015-2016 (tax year 2015). The Effective Tax Rate has been calculated at \$0.005567 per \$100 assessed property value. The recommended tax rate is the Effective Tax Rate. If approved, the proposed tax rate will not require additional public hearings and notices.

Motion made by Marvin Morris, seconded by Michael Wolfe to amend the motion to adopt the tax rate of \$0.005422.

Amended motion passes with 5-2 voting to approve, with Diane Trautman and Erica Lee Carter voting nay.

- A. **Consider awarding RFP# 15/044MP for web design services** for Harris County Department of Education to vendor recommended by the HCDE Administration and authorizing the superintendent or designee to negotiate and execute contract.

Motion made by Kay Smith, seconded by Marvin Morris to award RFP# 15/044MP for web design services to Ambonare, Inc. and to authorize the Superintendent or designee to negotiate and execute a contract for HCDE website redesign services in an amount not to exceed \$60,000 for the period of 09/16/2015 through 12/31/2015.

Motion passes with 6-1 with Michael Wolfe voting nay.

- B. **Consider approval of HCDE Early Head Start-Child Care Partnership's two amendment applications for: 1) Balance of Funds; and 2) Supplemental Funds.** Balance of Funds – request funding in the amount of \$1,250,000 (including program operations of \$1,000,000 and training/technical assistance of \$98,000) for the remaining six months of initial 18-month budget period 3/1/2015 – 8/31/2016. Supplemental Funds – request funding up to \$500,000 for additional funding to use within the initial 18-month budget period to support capacity building and quality improvement and to address facilities and infrastructure needs.

Motion made by Marvin Morris, seconded by Erica Lee Carter to approve HCDE Early Head Start-Child Care Partnership's two amendment applications for: 1) Balance of Funds; and 2) Supplemental Funds. Balance of Funds – request funding in the amount of \$1,250,000 (including program operations of \$1,000,000 and training/technical assistance of \$98,000) for the remaining six months of initial 18-month budget period 3/1/2015 – 8/31/2016. Supplemental Funds – request funding up to \$500,000 for additional funding to use within the initial 18-month budget period to support capacity building and quality improvement and to address facilities and infrastructure needs.

Motion passes with 4-1-2 voting to approve, with Michael Wolfe voting nay and Kay Smith and Don Sumners abstaining.

- C. **Consider approval of HCDE Head Start's amended 1309 application for major renovation** of a facility located at the corner of North Main and Baker Street in Baytown, Texas.

Motion made by Diane Trautman, seconded by Marvin Morris to approve HCDE Head Start's amended 1309 application for major renovation of a facility located at the corner of North Main and Baker Street in Baytown, Texas.

Motion passes with 7-0 voting to approve.

- D. **Consider authorization of continuation of Texas Virtual School Network (TxVSN) between HCDE and Region 10 Education Service Center (TEA)** – for the period of 9/1/2015 - 8/31/2017 estimated at \$2,800,000.

Motion made by Diane Trautman, seconded by Erica Lee Carter to authorize continuation of Texas Virtual School Network (TxVSN) between HCDE and Region 10 Education Service Center (TEA) – for the period of 9/1/2015 - 8/31/2017 estimated at \$2,800,000.

Motion passes with 5-1-1, with Michael Wolfe voting nay and Don Sumners abstaining.

- E. **Consider approval of Speaker Agreement with Lead4ward for job no. 15/055KJ for The Teaching and Learning Center to provide six (6) workshops** on (2) Figuring out Figure 19 - Vol. 1 & 2 (K-5), (2) Figuring out Figure 19 - Vol. 1 & 2 (6-EOC), (1) Focus Standards: Cooling the Curriculum Hot Spots in ELAR (K-5) and (1) Focus Standards: Cooling the Curriculum Hot Spots in ELAR (6-EOC) for 10/12/2015 through 10/20/2015 for an aggregate amount not to exceed \$66,150 (speaker receives \$105.00 out of \$165.00 HCDE charges per participant; training is for up to 105 participants per workshop).

Motion made by Marvin Morris, seconded by Erica Lee Carter to approve a Speaker Agreement with Lead4ward for job no. 15/055KJ for The Teaching and Learning Center to provide six (6) workshops on (2) Figuring out Figure 19 - Vol. 1 & 2 (K-5), (2) Figuring out Figure 19 - Vol. 1 & 2 (6-EOC), (1) Focus Standards: Cooling the Curriculum Hot Spots in ELAR (K-5) and (1) Focus Standards: Cooling the Curriculum Hot Spots in ELAR (6-EOC) for 10/12/2015 through 10/20/2015 for an aggregate amount not to exceed \$66,150 (speaker receives \$105.00 out of \$165.00 HCDE charges per participant; training is for up to 105 participants per workshop).

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

- F. **Consider approval of Speaker Agreement with Lead4ward for job no. 15/055KJ for The Teaching and Learning Center to provide a one-day training** on "Out with the Old...In with the New: Implementing New Math TEKS (Geometry, Algebra I, Algebra II)" for the period of 11/2/15 for an aggregate amount not to exceed \$16,800 (speaker receives \$105 out of \$165 HCDE charges per participant; training is for up to 160 participants).

Motion made by Diane Trautman, seconded by Marvin Morris to approve a Speaker Agreement with Lead4ward for job no. 15/055KJ for The Teaching and Learning Center to provide a one-day training on "Out with the Old...In with the New: Implementing New Math TEKS (Geometry, Algebra I, Algebra II)" for the period of 11/2/15 for an aggregate amount not to exceed \$16,800 (speaker receives \$105 out of \$165 HCDE charges per participant; training is for up to 160 participants).

This training was canceled and therefore needs no action from the Board.

A friendly agreement was made to withdraw the motions.

- G. **Consider approval for the asphalt, striping, and sealcoast/crack fill repairs to the parking lot located at 6005 Westview.** The Facilities Division has contracted with Southern Care Sweeping and Paving Company (RFP# 14/037CG-01) to do the project for the amount of \$48,398. This project will be using funds from FY 2016.

Motion made by Michael Wolfe, seconded by Don Sumners to approve the asphalt, striping, and sealcoast/crack fill repairs to the parking lot located at 6005 Westview. The Facilities Division has contracted with Southern Care Sweeping and Paving Company (RFP# 14/037CG-01) to do the project for the amount of \$48,398. This project will be using funds from FY 2016.

Motion passes with 7-0 voting to approve.

- H. **Consider approval of a letter of non-opposition** to the approval of a Foreign Trade Zone site application for Noble Drilling (U.S.) LLC

Motion made by Diane Trautman, seconded by Angie Chesnut to approve a letter of non-opposition to the approval of a Foreign Trade Zone site application for Noble Drilling (U.S.) LLC.

Motion made by Diane Trautman, seconded by Marvin Morris to table the item.

Motion passes with 7-0 voting to table the item.

- I. **Consider awarding RFP #15/064YR for Tidwell Head Start lease to KQC Investors, LLC.**, and approving a Lease Agreement in the amount of \$8,173 per month for the period of 9/15/2015 through 8/31/2020 with three additional five-year renewals as outlined in the Lease Agreement (subject to annual budget appropriations).

Motion made by Marvin Morris, seconded by Diane Trautman to award RFP #15/064YR for Tidwell Head Start lease to KQC Investors, LLC., and approving a Lease Agreement in the amount of \$8,173 per month for the period of 9/15/2015 through 8/31/2020 with

three additional five-year renewals as outlined in the Lease Agreement (subject to annual budget appropriations).

Motion passes with 7-0 voting to approve.

- J. **Consider approval of contract award for job no. 15/062KJ for External Relations Consulting to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** Pat Strong for an award for the period of 9/15/2015 through 9/14/2016 with HCDE and having the option to renew the contract for four additional years in one year increments, consequently, the total term of the contract may be for a period of five years for an amount not to exceed \$84,000.

Motion made by Marvin Morris, seconded by Diane Trautman to approve a contract award for job no. 15/062KJ for External Relations Consulting to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: Pat Strong for an award for the period of 9/15/2015 through 9/14/2016 with HCDE and having the option to renew the contract for four additional years in one year increments, consequently, the total term of the contract may be for a period of five years for an amount not to exceed \$84,000.

Motion passes with 5-2 with Don Sumner and Michael Wolfe voting nay.

The Board entered into Executive Session at 3:48 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:
- TS Teacher, Academic and Behavior School East
 - Director, Purchasing
- B. Consider termination of certified teacher's term contract for good cause.
- C. Consider finding that good cause did not exist for resignation of teacher and further consider request for sanctions for abandonment of probationary contract.
- D. Obtain legal advice regarding Public Information Act request for the legal billings pertaining to the testimony of HCDE counsel before the Senate Education Committee on Senate Bill 1216 at the hearing on 04/28/2015.
- E. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.

Erica Lee Carter left at 4:30 p.m. and did not return.

The Board reconvened into Open Session at 4:40 p.m.

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

A. Employment:

- TS Teacher, Academic and Behavior School East
- Director, Purchasing

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

Motion passes with 6-0 voting to approve.

B. Possible action on termination of certified teacher's term contract for good cause

Motion made by Kay Smith, seconded by Marvin Morris to terminate for good cause the term contract of Margie Hemphill effective at the conclusion of any approved leave.

Motion passes with 6-0 voting to terminate the contract for good cause.

C. Possible action on finding that good cause did not exist for resignation of teacher and further consider request for sanctions for abandonment of probationary contract.

No action was taken on this item.

10. **INFORMATION ITEMS**

A. Human Resources Information Items

B. August Employee Count

C. **Submission of grant proposal to Texas Education Agency in the amount of \$2,096,196 to support CASE for Kids 21st Century Community Learning Centers, Cycle 7, Year 5 after-school sites.** Funds will provide academic and enrichment activities for 1,375 students at 10 campuses in the Harris County area.

D. **Submission of grant proposal to Texas Education Agency in the amount of \$2,073,929 to support CASE for Kids 21st Century Community Learning Centers, Cycle 8, Year 3 after-school sites.** Funds will provide academic and enrichment activities for 1,275 students at 10 campuses in the Harris County area

E. **Submission of grant proposal to Spindletop Charities, Inc. in the amount of \$5,000** to support the Golfing for Success program at HCDE's Academic and Behavior Schools; the program targets 25 students to help improve social skills and self-management

F. **Non-monetary contracts for FY 2014-2015:**

- Between CASE and Academic and Enrichment Learning - for CASE Summer Literacy Initiative participant for the period of 6/1/2015 - 8/31/2015
- Between CASE and Dimples-A-Cat-A-Me - for CASE Summer Literacy Initiative participant for the period of 7/1/2015 - 8/31/2015
- Between CASE and Houston Kidz Case - for CASE Summer Literacy Initiative participant for the period of 6/1/2015 - 8/31/2015

- Between CASE and New Covenant Christian Daycare - for CASE Summer Literacy Initiative participant for the period of 6/1/2015 - 8/31/2015
- Between Adult Education and First United Methodist Church - Location for Adult Education classes for the period of 08/01/2015 - 6/30/2016

G. 2015-16 Early Head Start (EHS) Selection Criteria

H. Update on Federal Register/Vol. 80, No. 27/Tuesday, 02/10/2015/Rules and Regulation
Federal Register/Vol. 80, No. 27/Tuesday, 02/10/2015/ Rules and Regulations

I. Services Agreement between HCDE Head Start and Goose Creek Consolidated (GCC) ISD

J. **Adult Education Division - Texas Educating Adults Management System (TEAMS)**
Report for August 2015

K. **Report of donations and sponsorships** to HCDE divisions for the month of August 2015; donations total \$0.00 for the month of August 2015.

11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, October 20, 2015, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

Motion made by Kay Smith, seconded by Marvin Morris to adjourn the meeting.

Motion passes with 6-0 voting to adjourn the meeting.

The meeting adjourned at 4:42 p.m.

Board President

Board Secretary