

**Harris County Department of Education
Minutes of Regular Board Meeting
August 16, 2016**

The Harris County Board of School Trustees met in regular session on August 16, 2016 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Angie Chesnut, Board President, called the meeting to order at 1:10 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; Don Sumners; Diane Trautman; and Mike Wolfe

Board Members Absent: Louis Evans, Board Vice-President

Board Attorney: Sarah Langlois; Marcus Deitz (bond counsel)

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; Karla Cantu, Board Secretary; Lisa Caruthers, Director CASE for Kids; Rebecca Bell, Director Texas Virtual School Network; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners Cooperative; Louise Henry, Director Marketing; Eduardo Honold, Director Adult Education; Les Hooper, Senior Director Facilities; Tammy Lanier, Director Communication & Public Engagement; Bill Monroe, Director Purchasing; Brenda Mullins, Director Curriculum and Compliance Services; Venetia Peacock, Senior Director Head Start; Jean Polichino, Director Therapy Services; Gayla Rawlinson, Director Center for Grants Development; Jim Schul, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jimmy Wynn, Special Assistant to Superintendent; Lidia Zatopek, Director Alternative Certification

Visitors: Carol Kitson; Colleen Vera; David Wilson

1. **Invocation** - Andrea Segraves, Teaching and Learning Center
2. **Pledge of Allegiance to the US flag** - Tiffany Croone, Texas Virtual School Network
3. **Pledge of Allegiance to the Texas flag** - Tiffany Croone, Texas Virtual School Network
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 Texas Senate Hearing held on August 3, 2016, statutes governing HCDE and the Public Facilities Corporation (PFC) bond.

5. **Reports and presentations:**

Marvin Morris exited the room at 1:16 p.m. and returned at 1:19 p.m.

- A. **Annual update on the HCDE Teaching and Learning Center** - Frances Watson-Hester, Senior Director

Frances Hester presented the annual update on the HCDE Teaching and Learning Center.

- B. **Annual update on the HCDE Texas Virtual School Network (TxVSN)** - Rebecca Bell, Director

Rebecca Bell presented the annual update on the HCDE Texas Virtual School Network (TxVSN).

- C. **Presentation regarding new AB West campus project**

This item was moved after 5.E.

- 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.

Diane Trautman reported on the Senate Hearing held August 3, 2016 and the two trustees who in her opinion misrepresented the HCDE Board.

Angie Chesnut reported on the Senate Hearing held August 3, 2016 and the two trustees who spoke out against the organization.

- E. **Monthly Financial Reports through July 31, 2016** - Jesus Amezcua, Assistant Superintendent for Business Services

Jesus Amezcua presented the monthly financial reports.

The Board recessed at 1:40 p.m. and entered into Executive Session at 1:50 p.m. 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 and 551.072.

5.C. **New AB West campus project.**

The Board reconvened into Open Session at 2:15 p.m.

Marvin Morris exited the room at 2:16 p.m.

C. Presentation regarding new AB West campus project

Marcus Deitz presented on the PFC's role relating to the new AB West campus project.

Erica Lee Carter requested to remove items 6.E.1. and 6.E.6. from the consent agenda.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve remaining items in the consent agenda with the exception of items 6.E.1. and 6.E.6.

Motion passes with 4-1 voting to approve the remaining items with the exception of items 6.E.1. and 6.E.6. with Mike Wolfe voting nay.

6. ACTION ITEMS - CONSENSUS

A. Consider approval of the following Business Services items:

- 1. July Disbursement Report**
- 2. Monthly Budget Amendment Report**
- 3. Monthly Investment Report for July 2016**

B. Consider approval of the 07/26/2016 Board Meeting Minutes

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

- 1. Non-monetary contract with Dayton ISD** for the Adult Education Division for the provision of adult basic education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period of 07/01/2016 through 06/30/2017
- 2. Revenue contract with The Harris Center for Mental Health and IDD (formerly MHMRA) for Records Management** services for the period of 09/01/2016 through 08/31/2017 in the amount of \$8,533 for records storage with additional services to be billed consistent with the contract.
- 3. Revenue contract with Pasadena ISD for Records Management** services for the period of 09/01/2016 through 08/31/2017 in the amount of \$11,533 for records storage with additional services to be billed consistent with the contract.
- 4. School Based Therapy Services (revenue contracts) for FY 2017 in the aggregate amount of \$2,837,750** with the following entities: Cy-Fair ISD (1,726 students served in FY 2016) in the amount of \$2,807,350; Galena Park ISD (2 students served in FY 2016) in the amount of \$4,275; Dayton ISD (25 students served in FY 2016) in the amount of \$26,125.
- 5. Academic and Behavior School East (revenue contract) for FY 2016 in the aggregate amount of \$11,000** with Dickinson ISD for two (2) extended school year contracts (out of county: \$5,500 each).
- 6. Academic and Behavior School East (revenue contract) for FY 2017 in the aggregate amount of \$101,500** with Dayton ISD for five (5) annual student contracts (in-county: \$20,300 each).

7. **Academic and Behavior School West (revenue contract) for FY 2016 in the aggregate amount of \$5,200** with Stafford MSD for one (1) extended school year contract (in-county).
 8. **Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$81,200** with Cypress Fairbanks ISD for four (4) annual student contracts (in-county: \$20,300 each).
 9. **Highpoint School East (revenue contract) for FY 2017 in the aggregate amount of \$396,000** with Aldine ISD for forty (40) annual student contracts (in-county: \$9,900 each).
 10. **Highpoint School North (revenue contract) for FY 2017 in the aggregate amount of \$247,500** with Klein ISD for twenty-five (25) annual student contracts (in-county: \$9,900 each).
 11. **School Based Therapy Services (revenue contract) for FY 2017 in the aggregate amount of \$2,376,250** with Houston ISD (2975 students served in FY 2016).
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **HCDE Governmental Services with:** Centerville city of, Centerville TX; Chaparral Star Academy, Inc., Austin TX; Coppell city of, Coppell TX; The Harris Center for Mental Health and IDD, Houston TX; Harris County Emergency Service District 50, Channelview TX; Roman Catholic Diocese of Dallas, Dallas TX; Williamson Burnet County Opportunities dba Opportunities for Williamson Burnet Counties, Georgetown, TX; and Wylie city of, Wylie TX.
 2. **Contract renewal option for job no. 15/039KC for Award Jackets, Screen Printing, Embroidery and Related Items with the following vendors:** Pride and Recognition, Inc., d/b/a Balfour; Butler Business Products, LLC; Corporate Incentives, Inc.; Keith Kouba d/b/a DBS Texas-Houston; JW Drouin & Associates d/b/a J. Harding & Company and Marketing Magic International Ltd for the period 08/18/2016 through 08/17/2017.
 3. **Contract renewal option for job no. 12/016DG for Managed Print Service Program with the following vendors:** Dahill Office Technology Corporation d/b/a Dahill and Zeno Digital Solutions, LLC d/b/a Zeno Imaging for the period of 09/12/2016 through 09/11/2017.
 4. **Contract renewal option for job no. 13/011CG for Energy Conservation Services with the following vendor:** Ameresco, Inc. for the period of 10/15/2016 through 10/14/2017.
 5. **Contract renewal option for job no. 13/070DG for Rental, Lease, and Purchase of Copiers and Related Items with the following vendors:** Bob Peckham & Associates d/b/a Office Systems of Texas and Zeno Digital Solutions, LLC d/b/a Zeno Imaging for the period 10/15/2016 through 10/14/2017.

6. **Contract renewal option for job no. 14/026CG for Pest Control and Pool Services with the following vendor:** Copesan Services, Inc. d/b/a Holder's Pest Solutions for the period 09/16/2016 through 09/15/2017.
7. **Contract renewal option for job no. 14/029JN for Disaster Mitigation Services with the following vendors:** Blackmon Mooring Services/BMS CAT; Dura Pier Facilities Services, Ltd d/b/a Facilities Sources; Gerloff Company, Inc.; Mooring Recovery Services; Power Vac America, Inc.; AKS Holdings, Inc. d/b/a ServPro of Spring/Tomball; S & R Operations, Inc. d/b/a ServPro of The Woodlands/Conroe and Texas General Contractors, Inc. for the period 09/16/2016 through 09/15/2017.
8. **Contract renewal option for job no. 14/030MP for Digital Archiving, Imaging and Related Services with the following vendors:** DataBank IMX, LLC; Delta-T Digital Archiving, Ltd and The Windward Group, LLC for the period 09/16/2016 through 09/15/2017.
9. **Contract renewal option for job no. 14/034MP for Vocational Products and Services with the following vendors:** ASI Associates, Inc. d/b/a Arbor Scientific; The Burmax Company, Inc.; Cengage Learning, Inc.; Digital Quest Inc.; Education Associates, Inc.; Henry Schein Inc.; A Peace of Health Agency, LLC d/b/a Matters of Health; Southeast Texas Horizons, LLC d/b/a New Horizons CLC of Houston; Odysseyware; Penn State Industries, Inc.; Teaching Systems, Inc.; Technical Laboratory Systems, Inc. and Texas Pride Marketing for the period 09/16/2016 through 09/15/2017.
10. **Contract renewal option for job no. 15/044MP for Web Design Services with the following vendors:** Vision Technology Solutions, LLC d/b/a Vision Internet Providers and Short Enterprises, Inc. d/b/a WebRevelation for the period 09/15/2016 through 09/14/2017.
11. **Contract renewal for job no. 15/046MP for Automotive Equipment, Tires, Parts and Services with the following vendors:** A to Z Tire & Battery, Inc.; Batteries Holdings, LP d/b/a Batteries+Bulbs and Creative Bus Sales for the period 09/15/2016 through 09/14/2017.
12. **Contract renewal for job no. 15/048CG for Art and Artwork Advisory Services with the following vendor:** Art + Artisans Consulting, Inc. for the period 09/15/2016 through 09/14/2017.
13. **Contract renewal for job no. 15/049JN for Trenchless Technology Rehabilitation and Related Items and Services with the following vendors:** Layne Inliner, LLC and SAK Construction, LLC for the period 09/15/2016 through 09/14/2017.
14. **Contract renewal 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. d/b/a Frey Scientific; SJS Partnership WRS Group, Ltd d/b/a Health Edco, Health Impressions, Childbirth Graphics; 259 Holdings Ltd., LLC d/b/a Microscope World; Priscilla M. Ayerite d/b/a NAO Global;

Pitsco Education and Carol Espensen d/b/a Southern Science Supply for the period 09/15/2016 through 09/14/2017.

15. **Contract renewal option for job no. 14/031MP for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendor:** Curriculum Associates, Inc. for the period 08/19/2016 through 08/18/2017.
 16. **Contract award for job no. 16/053KC for Student and Educational Travel Services with the following vendors:** Vagabond Tours, Inc. d/b/a Educational Travel Adventures; Grand Fund, Inc. d/b/a Green Light Group Tours and STA Travel, Inc. for the period 08/16/2016 through 08/15/2017.
 17. **Contract award for job no. 16/054JN for JOC/CSP for IDIQ Public Work Minor Construction, Maintenance, and Renovation Work with the following vendors:** Aggieland Construction, LLC; RMB Management, LLC d/b/a Corestone Construction Services; Geoffrey Daenen d/b/a EcoXstream, LLC; Dura Pier Facilities Services, Ltd. d/b/a Facilities Sources; Generocity Services, Inc.; Brown & Root Industrial Services, LLC; Lee Construction and Maintenance Company d/b/a LMC Corporation; Mitchell Paint & Wallcovering, Inc. d/b/a Mitchell Contracting; Nash Industries, Inc.; Quad-Tex Construction, Inc.; Radius Design Works, LLC; AKS Holdings, Inc. d/b/a SERVPRO of Spring/Tomball; Edu-Source Corporation (The) and The Ratliff Group, LLC for the period 08/16/2016 through 08/15/2018.
 18. **Contract award for job no. 16/057KC for Promotional and Related Items with the following vendors:** 4imprint, Inc.; Authentic Promotions.com; Buffalo Specialties, Inc.; Butler Business Products, LLC; Blue Ribbon Promotions, LLC d/b/a Calfee Specialties; Challenge Office Products, Inc.; Marketing Magic International, LTD; OTC Direct d/b/a Oriental Trading Company, Inc. for the period 08/16/2016 through 08/15/2017.
- E. **Consider approval of the following items for Internal Purchasing:**
2. **Renewal options for RFP no. 15/055KJ for Instructional Support Contracted Services** for Harris County Department of Education with the following vendor: edOPP Solutions LLC, Susan Everett, Houghton Mifflin Harcourt Publishing Company, Lead4ward LLC, Kijo Consulting LLC, and The Bryant Heritage LLC, for the period of 8/18/2016 through 8/17/2017.
 3. **Contract assignment for Internal Purchasing RFP no. 15/055KJ for Instructional Support for Contracted Services** from Passionate Performance to Kijo Consulting LLC.
 4. **Renewal options for RFP no. 15/050KJ for Business Consulting Services** for Harris County Department of Education with the following vendors: edOpp Solutions LLC, Penelton Consulting Service LLC, Gibson Consulting Group, Inc. The Bryant Heritage LLC., and Weber Services, for the period of 08/18/2016 through 08/17/2017.
 5. **Award of RFP no. 16/055LB for Online Afterschool Database Management for the CASE division of HCDE to the proposer offering the best value and meeting the specifications outlined in the proposal:** Cityspan Technologies for the period of 8/16/2016 through 8/15/2017.

- F. **Consider approval of the list of teacher appraisers for the Schools Division.** Each teacher will be evaluated by a Harris County Department of Education Board approved appraiser using the HCDE local assessment-Professional Development Appraisal System (PDAS).
 - G. **Submission of grant proposal on behalf of Area I Head Start to the U.S. Department of Health and Human Services-Administration for Children and Families** to support an Early Head Start Expansion in the La Porte and Tidwell areas and Early Head Start-Child Care Partnerships, serving 60 children 0-3 years of age. There will be 16 slots at Tidwell, 16 slots at La Porte, and 28 Early Head Start-Child Care Partnerships slots. The requested amount of the grant will be \$1,626,623.
 - H. **Acceptance of funds totaling \$2,183,083 from the Texas Education Agency for CASE for Kids' Cycle 8 Year 4 21st Century Community Learning Centers grant** for the period of 8/1/2016 through 7/31/2017; CASE for Kids anticipates serving 1,290 students with these grant funds.
- 6.E. 1. **Renewal option for RFP no. 15/056KJ for Disabilities Consulting Services** with the following vendor: Julie Smith, for the period of 08/18/2016 through 08/17/2017.
- Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a renewal option for RFP no. 15/056KJ for Disabilities Consulting Services with the following vendor: Julie Smith, for the period of 08/18/2016 through 08/17/2017.*
- Motion passes with 4-1 voting to approve with Mike Wolfe voting nay.*
- 6.E. 6. **Award of RFP no. 16/047YR-1 for Head Start Trainers and Consultants for HCDE to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Creatively Inspired Communications, Teachstone Training, LLC, German Consulting and Resources, LLC, and Dr. Mary E White International, for the period of 08/16/2016 through 08/15/2017 with an option to renew annually up to four (4) additional years.**
- Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the award of RFP no. 16/047YR-1 for Head Start Trainers and Consultants for HCDE to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Creatively Inspired Communications, Teachstone Training, LLC, German Consulting and Resources, LLC, and Dr. Mary E White International, for the period of 08/16/2016 through 08/15/2017 with an option to renew annually up to four (4) additional years.*
- Motion passes with 3-2 with Don Sumners and Mike Wolfe voting nay.*

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

- A. **Consistent with Board Policy FO (legal), consider approval of the HCDE Schools Division-Student Code of Conduct** (No Changes) for school year 2016-2017.

Motion made by Diane Trautman, seconded by Mike Wolfe to approve the HCDE Schools Division-Student Code of Conduct (No Changes) for school year 2016-2017.

Motion passes with 5-0 voting to approve.

- B. **Consider acceptance of the Notice of Award (NOA) from the Department of Health and Human Services Administration for Children and Families (HHS - ACF)** for the Area I Head Start Division for the Cost of Living Adjustment (COLA) in the supplemental amount of \$212,707.

Motion made by Erica Lee Carter, seconded by Don Sumners to accept the Notice of Award (NOA) from the Department of Health and Human Services Administration for Children and Families (HHS - ACF) for the Area I Head Start Division for the Cost of Living Adjustment (COLA) in the supplemental amount of \$212,707.

Motion passes with 4-0-1 voting to accept, with Mike Wolfe abstaining.

- C. **Consider approval of HCDE Area I Head Start's 2017 continuation grant** request for funding in the amount of \$12,127,864 for the project period of 01/01/2017 through 12/31/2017.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve an HCDE Area I Head Start's 2017 continuation grant request for funding in the amount of \$12,127,864 for the project period of 01/01/2017 through 12/31/2017.

Motion passes with 4-0-1 voting to approve, with Mike Wolfe abstaining.

- D. **Consider approval of estimated reserved fund balances** for non-spendable, restricted, committed, assigned and unassigned under the Governmental Accounting Standards Board (GASB) 54.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the estimated reserved fund balances for non-spendable, restricted, committed, assigned and unassigned under the Governmental Accounting Standards Board (GASB) 54.

Motion passes with 5-0 voting to approve.

- E. **Contract renewal options for RFP #15/053KJ for Choice Consultant Services with the following vendors:** RC Herrin Consulting, Carver Consulting, LLC, Elder Consulting, F & S Calhoun Consulting, Inc., Jim E. Owens Facilities Consulting, LLC, and Lindsey LeGrand for the period of 08/18/2016 through 08/17/2017 and approving service agreements with Elder Consulting in an amount not to exceed \$72,000 (including approved expenses), F&S Calhoun Consulting, Inc., in an amount not to exceed \$71,000 (including approved expenses), and Jim E. Owens in an amount not to exceed \$50,120 for the period of 8/18/2016 through 8/17/2017.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve contract renewal options for RFP #15/053KJ for Choice Consultant Services with the following vendors: RC Herrin Consulting, Carver Consulting, LLC, Elder Consulting, F & S Calhoun Consulting, Inc., Jim E. Owens Facilities Consulting, LLC, and Lindsey LeGrand for the period of 08/18/2016 through 08/17/2017 and approving service agreements with Elder Consulting in an amount not to exceed \$72,000 (including approved expenses), F&S Calhoun Consulting, Inc., in an amount not to exceed \$71,000 (including approved expenses), and Jim E. Owens in an amount not to exceed \$50,120 for the period of 8/18/2016 through 8/17/2017.

Marvin Morris returned at 2:31 p.m.

Motion passes with 3-2-1 voting to approve, with Don Sumners and Mike Wolfe voting nay and Marvin Morris abstaining.

- F. **Contract renewal option for RFP no. 15/062KJ for External Relations Consulting with Pat Strong** for the period of 09/15/2016 through 09/14/2017 and approving a services agreement in an amount not to exceed \$82,000 plus pre-approved expenses.

Motion made by Marvin Morris, seconded by Diane Trautman to approve contract renewal option for RFP no. 15/062KJ for External Relations Consulting with Pat Strong for the period of 09/15/2016 through 09/14/2017 and approving a services agreement in an amount not to exceed \$82,000 plus pre-approved expenses.

Motion made by Don Sumners, seconded by Mike Wolfe to table this item until there is a presentation by the Superintendent or Pat Strong on the services she has provided to the Department.

Motion to table fails with 2-4 voting to table the item with Marvin Morris, Diane Trautman, Erica Lee Carter and Angie Chesnut voting nay.

Original motion to approve contract passes with 4-2 voting to approve, with Don Sumners and Mike Wolfe voting nay.

G. **Consider Second Reading and Approval of the following Local Policies:**

1. Local Governance (B)

BF

2. Business and Support Services (C)

CDA

CB

CAA

CKE

CFE

3. Personnel (D)

DBB

DEA

DEAA

DEC

DEE

DFFA/DFFB

DHE
DGBA
DBD
DH
DIA
DC

4. Instruction (E)

EB

5. Students (F)

FFG
FFH
FB

6. Community and Governmental Relations (G)

GKA
GKD
GRA

Motion made by Marvin Morris, seconded by Diane Trautman to approve all listed policies.

1. Local Governance (B)

BF

2. Business and Support Services (C)

CDA
CB
CAA
CKE
CFE

3. Personnel (D)

DBB
DEA
DEAA
DEC
DEE
DFFA/DFFB
DHE
DGBA
DBD
DH
DIA
DC

4. Instruction (E)

EB

5. Students (F)

FFG
FFH
FB

6. Community and Governmental Relations (G)

GKA

GKD

GRA

Motion made by Erica Lee Carter, seconded by Diane Trautman to amend the motion to approve all listed policies except DH local.

Motion to amend fails with 3-3 voting to approve all listed policies except DH Local with Marvin Morris, Don Sumners and Mike Wolfe voting nay.

Motion passes with 4-2 voting to approve all listed policies with Erica Lee Carter and Mike Wolfe voting nay.

1. Local Governance (B)

BF

2. Business and Support Services (C)

CDA

CB

CAA

CKE

CFE

3. Personnel (D)

DBB

DEA

DEAA

DEC

DEE

DFFA/DFFB

DHE

DGBA

DBD

DH

DIA

DC

4. Instruction (E)

EB

5. Students (F)

FFG

FFH

FB

6. Community and Governmental Relations (G)

GKA

GKD

GRA

H. Consider First and Final Reading and Approval of Policy EHBAF (Local).

This item was pulled to bring back in September. No action was taken on this item.

- I. **Consider possible action on certification of the anticipated debt collections rate for the tax year 2016**, certification of the excess debt collection rate for the tax year 2015 and the calculation of the 2016 Effective Tax Rate and Roll Back calculation to be prepared by Harris County Tax Assessor/Collector.

Motion made by Marvin Morris, seconded by Diane Trautman to approve certification of the anticipated debt collections rate for the tax year 2016, certification of the excess debt collection rate for the tax year 2015 and the calculation of the 2016 Effective Tax Rate and Roll Back calculation to be prepared by Harris County Tax Assessor/Collector.

Friendly amendment made by Marvin Morris and Diane Trautman to approve the certification of the anticipated tax collections rate for the tax year 2016, certification of collection rate for the tax year 2015 and the calculation of the 2016 Effective Tax Rate and Roll Back calculation to be prepared by Harris County Tax Assessor/Collector.

Motion passes as amended with 6-0 voting to approve.

The Board entered into Executive Session 2:53 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, Academic and Behavior School West
 - B. **Obtain legal advice** regarding the contract between HCDE and the Education Foundation of Harris County
 - C. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal** of HCDE employees.

The Board reconvened into Open Session at 3:45 p.m.

9. **RECONVENE** for possible action on items discussed in executive session.
 - A. **Employment:**
Teacher, Academic and Behavior School West
Motion made by Marvin Morris, seconded by Diane Trautman to approve employment of Teacher, Academic and Behavior School West.
Motion passes with 6-0 voting to approve.
10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **Employee Count**
 - C. **07/25/2016 Board Workshop Minutes**

D. Revenue contracts less than \$50,000:

- Between Teaching and Learning Center and Texas Chemical Council - Presentation on "Science Teachers & Industry" for the period of 7/18/2016 - 7/21/2016 for a revenue amount of \$3,300
- Between Teaching and Learning Center and Alief ISD - Presentation on "Student Misconceptions in Elementary Science" for the period of 8/2/2016 - 8/2/2016 for a revenue amount of \$1,000
- Between Teaching and Learning Center and Royal ISD - Presentation on "Workstation Make & Take: Composing & Decomposing" for the period of 8/1/2016 - 8/31/2016 for a revenue amount of \$6,078

E. Non-monetary contracts for FY 2016-2017 between Adult Education and the following entities :

- Northwest Assistance Ministries
- Memorial Assistance Ministries
- St. Edith Stein Catholic Church
- Trinity Episcopal Church
- First United Methodist Church
- City of Houston Parks and Recreation Department
- Houston Northwest Community Center
- Trinity Baptist Church
- Spring Branch Family Development Center
- The Salvation Army
- Memorial Drive United Methodist Church
- South Houston Community Center
- West Houston Memorial Assistance Ministries

F. Proposal request of \$3,000 to the Oliver Foundation to support HCDE's Area I Head Start Garden Program at the Tidwell Center. This program would use food and nutrition education to teach the importance of healthy lifestyles to 55 students and their families.

G. Memorandums of Understanding for Head Start and Early Head Start:

- Bay Area Rehabilitation Center Early Childhood Intervention Program (BARC-ECI) and HCDE Head Start/Early Head Start from 08/17/2016 through 07/31/2017
- ConnectCare Solutions, LLC dba Connect Care Therapy for Kids for the purpose of therapy service from 08/16/2016 through 07/31/2018
- OCI Acquisitions, LLC dba Care Options for Kids for the purpose of therapy service from 08/16/2016 through 07/31/2018
- San Jacinto Community College District North Campus Child Care Center (SJCD-NCCCC) to provide comprehensive services for 18 three and four year-old Head Start eligible children from 08/22/2016 through 07/31/2017

H. **The CASE for Kids Division awards the following school districts**, charter schools and not-for-profits for delivery of comprehensive afterschool programs for the 2016-2017 school year.

I. **HCDE Donation/Sponsor Report** for the Month of July 2016

11. **ADJOURN** - A PFC meeting is scheduled for Tuesday, August 30, 2016, Board Room, 6300 Irvington Blvd., Houston, Texas 77022 and the next *regular* meeting is scheduled for Tuesday, September 20, 2016, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

Motion made by Marvin Morris, seconded by Diane Trautman to adjourn the meeting.

Motion passes with 6-0 voting to adjourn.

The meeting adjourned at 3:46 p.m.

Board President

Board Secretary