

**Harris County Department of Education  
Minutes of Regular Board Meeting  
September 20, 2016**

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The Harris County Board of School Trustees met in regular session on September 20, 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; Louis Evans, Board Vice-President; Erica Lee Carter; Marvin Morris; Don Sumners; Diane Trautman; and Mike Wolfe

**Board Members Absent:** None

**Board Attorney:** Sarah Langlois

**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; Tammy Lanier, Director Communication & Public Engagement; Bill Monroe, Director Purchasing; Brenda Mullins, Director Curriculum and Compliance Services; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jimmy Wynn, Special Assistant to Superintendent; Lidia Zatopek, Director Alternative Certification

**Visitors:** Joseph Le; Colleen Vera

1. **Invocation** - Jay Atkins, Director of Construction
2. **Pledge of Allegiance to the US flag** - Joe Perales, Director Facilities
3. **Pledge of Allegiance to the Texas flag** - Joe Perales, Director 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.  
*No one from the public requested to address the Board.*
5. **Reports and presentations:**
  - A. **Announcement of awards from the Government Finance Officers Association (GFOA)** for the HCDE 2015 Comprehensive Annual Financial Report (CAFR) and 2015 Popular Annual Financial Report (PAFR) - Jesus Amezcua, Assistant Superintendent for Business Services
  - B. **Annual update on the HCDE Facilities Division** - Jay Atkins and Joe Perales, Facilities
  - C. **Monthly Financial Reports through 08/31/2016** - 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.

*Mike Wolfe reported on his attendance to the Texas Association of Counties meeting in Austin, Education Summit at Lone Star College Cy-Fair.*

*Erica Lee Carter reported on her attendance to the HCDE Annual Staff Meeting on August 18, 2016.*

Items removed from the consent agenda:

*Erica Lee Carter requested to remove items 6.B.1. and 6.B.2. from the consent agenda.*

*Mike Wolfe requested to remove items 6.C.4., 6.C.6., 6.C.8., 6.D.1., 6.D.5., 6.D.9., and 6.F.1. from the consent agenda.*

*Motion made by Diane Trautman, seconded by Erica Lee Carter to approve all remaining items with the exception of 6.B.1., 6.B.2., 6.C.4., 6.C.6., 6.C.8., 6.D.1., 6.D.5., 6.D.9., and 6.F.1.*

*Motion passes with 7-0 voting to approve the remaining items in the consent agenda.*

**6. ACTION ITEMS - CONSENSUS**

- A. Consider approval of the following Business Services items:
  1. **August Disbursement Report**
  2. **Monthly Budget Amendment Report**

3. **Monthly Investment Report for August 2016**
- B. Consider approval of the following Board Meeting Minutes
  3. **08/16/2016 Board Meeting**
- C. Consider approval/ratification of the following Interlocal Contracts:
  1. **Academic and Behavior School East (revenue contract) for FY 2016 in the aggregate amount of \$15,600** with Clear Creek ISD for three (3) ESY summer school contracts (in-county: \$5,200 each).
  2. **Academic and Behavior School East (revenue contract) for FY 2017 in the aggregate amount of \$1,157,100** with Clear Creek ISD for fourteen (14) annual student contracts for \$284,200 (in-county: \$20,300 each); Houston ISD for twenty-three (23) annual student contracts for \$466,900 (in-county: \$20,300 each); and Pasadena ISD for twenty (20) annual student contracts for \$406,000 (in-county: \$20,300).
  3. **Academic and Behavior School West (revenue contracts) for FY 2016 in the aggregate amount of \$54,400** with Spring Branch ISD for two (2) ESY summer school contracts (in-county: \$5,200 each); and Fort Bend ISD for eight (8) ESY summer school contracts (out of county: \$5,500 each).
  5. **Academic and Behavior School West (revenue contracts) for FY 2017 in the aggregate amount of \$26,250 with Fort Bend ISD** for four (4) individual student monthly contracts for student # 1 in the amount of \$8,750; student # 2 in the amount of \$7,000; student # 3 in the amount of \$7,000; and student #4 in the amount of \$3,500 (out of county: \$3,500 a month per student).
  7. **HCDE/CASE for Kids (revenue agreement) with the City of Houston** for the period of 09/01/2016 through 06/30/2017 in the amount of \$660,000 for CASE for Kids to provide after-school programs and/or out-of-school activities and projects.
  9. **Memorandum of Understanding between HCDE Head Start/Early Head Start and San Jacinto Community College** to collaborate to register HCDE Head Start teaching staff in credit course work to obtain Child Development Associate "CDA" credentials by paying for the classes at San Jacinto College-North campus using Head Start training dollars.
  10. **HCDE Area I Head Start and La Porte ISD Memorandum of Understanding (MOU) for FY 2016-2017** to provide comprehensive services for 95 three and four year old Head Start eligible children within the district beginning 08/22/2016 through 07/31/2017.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
  2. **Contract award for job no. 16/015CG for Chemicals, Supplies and Related Services with the following vendors:** Ecolab, Inc.; Cordell Incorporated d/b/a Hygeia Enviro-Clean; Magnus Procurement & Logistic Solutions, Inc. d/b/a Magnus; Priscilla M Ayerite d/b/a NAO Global Health, LLC; Pollock Investments, Inc. d/b/a Pollock Paper

Distributors or Pollock Packaging and Winfield Solutions, LLC for the period 09/20/2016 through 09/19/2017.

3. **Contract award for job no. 16/037CG for IDIQ Lighting Supplies, Services and Installation with the following vendors:** Fine Line Production Company; Inline Electric Solutions of Texas, LLC; Lee Construction and Maintenance Company d/b/a LMC Corporation; Rexel, Inc.; Spark Lighting, LLC and XtraLight Manufacturing, Ltd for the period 09/20/2016 through 09/19/2018.
  4. **Contract award for job no. 16/058KH for Web-Based Electronic Bidding System with the following vendors:** E-Bid Systems, Inc. d/b/a eBid Systems; EqualLevel, Inc. and Ion Wave Technologies, Inc. for the period 09/20/2016 through 09/19/2017.
  6. **Contract renewal option for job no. 15/060JN for Third Party Code Inspection Services with the following vendors:** Bureau Veritas North America, Inc. and Robert Correy Woods d/b/a ProTech Group for the period 10/20/2016 through 10/19/2017.
  7. **Contract renewal option for job no. 15/065KC for Affordable Care Act (ACA) Auditing/Reporting Service with the following vendors:** Businessolver.com, Inc.; Eligibility Tracking Calculators, LLC and U.S.R. Health, LLC d/b/a U.S. Employee Benefits Services Group for the period 10/20/2016 through 10/19/2017.
  8. **Contract renewal 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; Water Walkers Inc (Health-e Meal Planner Pro); Heartland School Solutions, a division of Heartland Payment Systems, Inc.; Education Management Systems, Inc (Meals Plus); PCS Revenue Control Systems, Inc. and ISITE Software (School Nutrition and Fitness) for the period of 11/18/2016 through 11/17/2017.
- E. Consider approval of the following items for Internal Purchasing:
0. **Consider ratification and approval of contract renewal option for job no. 14/1014KJ Workshop Management Software** for Harris County Department of Education with the following Ungerboeck Software International for the period of 07/15/2015 through 07/14/2016 and 7/15/2016 through 7/14/2017.
  1. **Award of RFP no. 16/047YR-2 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:** Imagiread and Schultz Center for Teaching and Leadership, Inc. for the period of 09/20/2016 through 09/19/2017 with an option to renew annually up to four (4) additional years.
  2. **Approval of RFP #17/002LB for Property and Casualty Insurance** to the proposer offering the best value to HCDE and meeting the specifications outlined in the RFP for a period of 10/1/2016 through 9/30/2017.
  3. **Renewal options for RFP no. 15/063YR for CASE After-School and Summer Direct Service Providers with the following vendors:** Little Birdies

Mobile Golf Academy, Zulli Method, and Soaring with Eagles, Inc. for the period of 09/15/2016 through 09/14/2017.

4. **Renewal option for RFP no. 13/074KJ for Laptops and Other Related Equipment with the following vendor:** Bass Computer, Inc. for the period of 10/15/2016 through 10/14/2017.
  5. **Renewal option for RFP no. 14/032LB for Head Start Child Management Software** with the following vendor: ChildPlus Software for the period of 8/19/2016 through 8/18/2017; total expenditures for FY 2017 are estimated at \$17,000.
  6. **Renewal option for RFP no. 15/061KJ for Temporary Lease of a Baytown Head Start Facility** with the following vendor: HT Land Company for the period of 09/14/2016 through 09/15/2017.
  7. **Expenditures which have been previously procured and are expected to aggregate to \$50,000 or more for FY 2017 under Policy CH Local** by various HCDE divisions for an aggregate amount not to exceed \$11,547,064, as per attached Excel Spreadsheet.
- 6.F. **Consider approval/ratification of the following Revenue Agreements:**
2. **Acceptance of funds totaling \$1,800,000 from the Texas Education Agency for CASE for Kids' Cycle 9 Year 1 21st Century Community Learning Centers grant** for the period of 08/01/2016 through 07/31/2017; CASE for Kids anticipates serving 820 students with these grant funds. Using TEA grant funds, CASE for Kids will hire new one coordinator to support the implementation of the grant.

6.B. **Consider approval of the following Board Meeting Minutes**

1. **08/30/2016 Special Board Meeting**

2. **08/30/2016 Audit Committee Meeting**

*Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the meeting minutes for 08/30/2016 Special Board Meeting and the 08/30/2016 Audit Committee Meeting.*

*Motion passes with 5-0-2 voting to approve with Erica Lee Carter and Angie Chesnut abstaining.*

6.C.4. **Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$679,500** with Conroe ISD for three (3) annual student contracts in the amount of \$70,500 (out of-county: \$23,500 each); Houston ISD for twenty (20) annual student contracts in the amount of \$406,000 (in-county: \$20,300 each); Spring Branch ISD for ten (10) annual student contracts in the amount of \$203,000 (in-county: \$20,300 each).

*Motion made by Diane Trautman, seconded by Marvin Morris to approve an Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$679,500 with Conroe ISD for three (3) annual student contracts in the amount of \$70,500 (out of-county: \$23,500 each); Houston ISD for twenty (20) annual student contracts in the amount of \$406,000 (in-county: \$20,300 each); Spring Branch ISD for ten (10) annual student contracts in the amount of \$203,000 (in-county: \$20,300 each).*

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

6.C.6. **Adult Education Interlocal non-monetary contracts with Cy-Fair ISD, Channelview ISD, Galena Park ISD, Sheldon ISD, Spring Branch ISD and Lee College** for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period of 08/01/2016 through 06/30/2017.

*Motion made by Marvin Morris, seconded by Erica Lee Carter to approve Adult Education Interlocal non-monetary contracts with Cy-Fair ISD, Channelview ISD, Galena Park ISD, Sheldon ISD, Spring Branch ISD and Lee College for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period of 08/01/2016 through 06/30/2017.*

*Motion passes with 5-0-2 voting to approve, with Mike Wolfe and Louis Evans abstaining.*

6.C.8. **School Based Therapy Services (revenue contract) for FY 2017 in the aggregate amount of \$2,666,600** with the follow entities: Stafford MSD in the amount of \$21,375 (22 Students served in FY 2016); Tomball ISD in the amount of \$315,000 (242 Students served in FY 2016); Yes Prep Public School in the amount of \$19,000 (16 Students served in FY 2016); Spring Branch ISD in the amount of \$372,875 (262 Students served

Minutes of Board of Trustees Meeting

September 20, 2016

Page 6 of 11

in FY 2016); Greater Gulf Coast Cooperative in the amount of \$27,300 (19 Students served in FY 2016); Alief ISD in the amount of \$158,650 (39 Students served in FY 2016); and Katy ISD in the amount of \$1,752,400 (1346 Students served in FY 2016).

*Motion made by Marvin Morris, seconded by Angie Chesnut to approve School Based Therapy Services (revenue contracts) for FY 2017 in the aggregate amount of \$2,666,600 with the follow entities: Stafford MSD in the amount of \$21,375 (22 students served in FY 2016); Tomball ISD in the amount of \$315,000 (242 students served in FY 2016); Yes Prep Public School in the amount of \$19,000 (16 students served in FY 2016); Spring Branch ISD in the amount of \$372,875 (262 students served in FY 2016); Greater Gulf Coast Cooperative in the amount of \$27,300 (19 students served in FY 2016); Alief ISD in the amount of \$158,650 (39 students served in FY 2016); and Katy ISD in the amount of \$1,752,400 (1346 students served in FY 2016).*

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

**6.D. Consider approval of the following items for the HCDE Choice Partners Cooperative:**

- 1. HCDE Governmental Services with:** Bastrop ISD, Bastrop, Texas; Baylor College of Medicine, Houston, Texas; Focus Learning Academy, Dallas, Texas; town of Prosper, Texas; Puyallup School District No. 3, Puyallup, Washington; Royse City ISD, Royse City, Texas; Sherman city of, Sherman, Texas and Windcrest United Methodist Church, San Antonio, Texas.

*Motion made by Marvin Morris, seconded by Diane Trautman to approve HCDE Governmental Services contracts with: Bastrop ISD, Bastrop, Texas; Baylor College of Medicine, Houston, Texas; Focus Learning Academy, Dallas, Texas; town of Prosper, Texas; Puyallup School District No. 3, Puyallup, Washington; Royse City ISD, Royse City, Texas; Sherman city of, Sherman, Texas and Windcrest United Methodist Church, San Antonio, Texas.*

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

- 5. Contract renewal for job no. 15/066TJ for Direct Delivery of Ice Cream** with the following vendors: Dippin' Dots and Southern Ice Cream for the period of 10/20/2016 through 10/19/2017.

*Motion made by Erica Lee Carter, seconded by Marvin Morris to approve a contract renewal for job no. 15/066TJ for Direct Delivery of Ice Cream with the following vendors: Dippin' Dots and Southern Ice Cream for the period of 10/20/2016 through 10/19/2017.*

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

- 9. Amendment to Choice Partners Request for Proposal #13/051DG-02** with Dahill Office Technology Corporation dba Dahill to reduce administrative fees from 2% to 1.5% for sales exceeding \$5 million, and to 1.0% for sales exceeding \$10 million in annual sales beginning FY 2017. For future years, calendar year sales will follow the same administrative fee schedule per calendar year.

*Motion made by Marvin Morris, seconded by Louis Evans to approve amendment to Choice Partners Request for Proposal #13/051DG-02 with Dahill Office Technology Corporation dba Dahill to reduce administrative fees from 2% to 1.5% for sales exceeding \$5 million, and to 1.0% for sales exceeding \$10 million in annual sales beginning FY 2017. For future years, calendar year sales will follow the same administrative fee schedule per calendar year.*

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

*After reconvening from executive session later in the meeting, a motion to reconsider this item was made by Diane Trautman, seconded by Erica Lee Carter, to approve the amendment to Choice Partners Request for Proposal #13/051DG-02 with Dahill Office Technology Corporation dba Dahill to reduce administrative fees from 2% to 1.5% for sales exceeding \$5 million, and to 1.0% for sales exceeding \$10 million in annual sales beginning FY 2017. For future years, fiscal year sales will follow the same administrative fee schedule per fiscal year.*

*Motion passes with 6-0 voting to reconsider and to approve. (Mr. Evans had left the meeting and did not vote on this motion).*

**6.F. Consider approval/ratification of the following Revenue Agreements:**

**1. Task Completion Subcontract between Region 10 ESC and HCDE for Texas Virtual School Network (TXVSN) services for the period of 09/01/2016 through 08/31/2017 in an amount of \$1,310,186.**

*Motion made by Marvin Morris, seconded by Diane Trautman to approve the Task Completion Subcontract between Region 10 ESC and HCDE for Texas Virtual School Network (TXVSN) services for the period of 09/01/2016 through 08/31/2017 in an amount of \$1,310,186.*

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

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

**A. Consider acceptance of the Notice of Award - Amendment 4 for Early Head Start Child Care Partnerships (EHS-CCP) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) in the amount of \$86,000 for the 2016-2017 year. Cost of Living Adjustment (COLA) \$36,000 and \$50,000 for training and technical assistance for a total amended grant amount of \$2,086,000.**

*Motion made by Louis Evans, seconded by Marvin Morris to accept the Notice of Award - Amendment 4 for Early Head Start Child Care Partnerships (EHS-CCP) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) in the amount of \$86,000 for the 2016-2017 year. Cost of Living Adjustment (COLA) \$36,000 and \$50,000 for training and technical assistance for a total amended grant amount of \$2,086,000.*



*Motion passes with 7-0 voting to accept.*

- B. Consider approval of service agreement with the Boys & Girls Clubs of Greater Houston** in the amount of \$70,000 for job no. 15/028LB to implement the CASE for Kids Partnership Project grant at two clubs (150 students served) for the period of 09/01/2016 through 07/31/2016. Approval of this service agreement will increase HCDE funds for the Boys & Girls Clubs of Greater Houston from \$16,500 (existing contract) to new grand total amount of \$86,500.

*Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a service agreement with the Boys & Girls Clubs of Greater Houston in the amount of \$70,000 for job no. 15/028LB to implement the CASE for Kids Partnership Project grant at two clubs (150 students served) for the period of 09/01/2016 through 07/31/2017. Approval of this service agreement will increase HCDE funds for the Boys & Girls Clubs of Greater Houston from \$16,500 (existing contract) to new grand total amount of \$86,500.*

*A friendly amendment was made by Erica Lee Carter and Diane Trautman for the motion to reflect "the period of 09/01/2016 through 07/31/2017."*

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

- C. Consider approval of the Authorization and Adoption of the HCDE Area I Head Start Teaching Assistant Supplemental Pay Program.**

*Motion made by Marvin Morris, seconded by Erica Lee Carter to approve the Authorization and Adoption of the HCDE Area I Head Start Teaching Assistant Supplemental Pay Program.*

*Motion passes with 5-2 voting to approve, with Louis Evans and Mike Wolfe voting nay.*

- D. Consider approval of an Interlocal (revenue contract) with Round Rock ISD for the Center for Safe and Secure Schools** to provide safety auditing services for the period of 09/01/2016 through 01/31/2017 in an amount of \$92,365.

*Motion made by Louis Evans, seconded by Diane Trautman to approve an Interlocal (revenue contract) with Round Rock ISD for the Center for Safe and Secure Schools to provide safety auditing services for the period of 09/01/2016 through 01/31/2017 in an amount of \$92,365.*

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

- E. Consider approval of a 36 month contract with Dahill Office Technology Corporation (Choice Partners contract number 13/051DG)** to provide copiers capable of "Print Scan Copy" for HCDE beginning 12/01/2016 for a total amount of \$211,409.

*Motion made by Erica Lee Carter, seconded by Louis Evans to approve a 36 month contract with Dahill Office Technology Corporation (Choice Partners contract number 13/051DG) to provide copiers capable of "Print Scan Copy" for HCDE beginning 12/01/2016 for a total amount of \$211,409.*

*A friendly amendment made by Erica Lee Carter and Louis Evans to approve the contract pending final approval by Superintendent and Legal Counsel.*

*Motion passes with 4-3 voting to approve, with Louis Evans, Don Sumners and Mike Wolfe voting nay.*

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

*This item was pulled from the agenda. No action was taken on this item.*

**G. Consider approval of contract with Phonoscope Lightwave (job no. 15/006M16) to provide data and internet to all HCDE services locations in an amount not to exceed \$97,000 for the period of 09/01/2016 - 08/31/2017.**

*Motion made by Marvin Morris, seconded by Louis Evans to approve a contract with Phonoscope Lightwave (job no. 15/006M16) to provide data and internet to all HCDE services locations in an amount not to exceed \$97,000 for the period of 09/01/2016 - 08/31/2017.*

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

**H. Discussion of "Truth in Taxation" calculations, Effective Tax Rate, Rollback Tax rate and approval of Tax Rate for Fiscal Year 2016-2017. Consider a proposed Tax Rate of \$0.005200 per \$100 assessed property value for Fiscal Year 2016-2017 (Tax Year 2016).** The Effective Tax Rate has been calculated at \$0.005301 per \$100 assessed property value. The recommended tax rate is below 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 Diane Trautman to approve a proposed Tax Rate of \$0.005200 per \$100 assessed property value for Fiscal Year 2016-2017 (Tax Year 2016).*

*Motion passes with 6-1 voting to approve, with Erica Lee Carter voting nay.*

*The Board recessed at 2:28 p.m. and entered into Executive Session at 2:33 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:**

Curriculum and Compliance Officer - Educator Certification and Professional Advancement

Chief Information Officer – Technology

**B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**

*Louis Evans left the meeting at 3:00 p.m. and did not return.*

*The Board reconvened into Open Session at 3:20 p.m.*

9. **RECONVENE** for possible action on items discussed in executive session
  - A. **Employment:**

Curriculum and Compliance Officer - Educator Certification and Professional Advancement

*Motion made by Marvin Morris, seconded by Erica Lee Carter to approve employment of a Curriculum and Compliance Officer - Educator Certification and Professional Advancement as discussed in Executive Session.*

*Motion passes with 4-2 voting to approve, with Don Sumners and Mike Wolfe voting nay.*

Chief Information Officer – Technology

*Motion made by Marvin Morris, seconded by Diane Trautman to approve employment of a Chief Information Officer – Technology as discussed in Executive Session.*

*Motion passes with 4-2 voting to approve, with Don Sumners and Mike Wolfe voting nay.*
10. **INFORMATION ITEMS**
  - A. **Human Resources Information Items**
  - B. **August 2016 Employee Count**
  - C. **Grant request of \$1,500 submitted to Humanities Texas to support The Teaching and Learning Center’s two professional development sessions:** 1) Build Your Bookshelf: Young Adult Literature and Their Wonderful Maps and 2) Teaching Social Studies with Digital Maps, serving 170 educators across both sessions.
  - D. **Grant Award of \$1,500 from Humanities Texas to support two Teaching and Learning Center professional development sessions:** 1) Build Your Bookshelf: Young Adult Literature and Their Wonderful Maps and 2) Teaching Social Studies with Digital Maps, serving 170 educators across both sessions.
  - E. **Submission of grant proposal to Ed Rachal Foundation** in the amount of \$9,000 for Kids' Day at The Hobby Center for the Performing Arts on behalf of CASE for Kids division; 150 students served.
  - F. **Schools Division Enrollment Report** for August 2016
  - G. **HCDE Donations Report**
11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, October 18, 2016, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.
 

*Motion made by Marvin Morris, seconded by Mike Wolfe to adjourn the meeting.*

*Motion to adjourn passes with 6-0 voting to adjourn.*

*The meeting adjourned at 3:25 p.m.*