

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF  
HARRIS COUNTY DEPARTMENT OF EDUCATION**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the **18th day of October, 2016 at 1:00 PM** for the Board to conduct the business of that meeting. The meeting will be held in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas. Such a meeting is a **REGULAR BOARD MEETING**.

The subjects to be discussed or considered or upon which any formal action might be taken are on the Agenda following.

Additionally, from time to time an issue will be raised concerning an item on our agenda that had not been anticipated. The issue, while within the scope of the agenda topic, may be one that is required or authorized by law to be considered in executive session rather than in public session. In order for the Board to consider such issue in executive session, rather than postpone consideration of it until the next board meeting, the Board lists below most if not all be all of the sections of the Open Meetings Act that address the purposes for which the Board may lawfully meet in executive/closed session. The Board's purpose is not to meet in executive session to consider matters not on the agenda for the meeting. Instead, its purpose is to efficiently and timely conduct its business in accordance with the law.

Therefore, if, during the course of the meeting on agenda items covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and purposes authorized by Sections 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects matters authorized by law.*
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.*
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.*
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.*
- Section 551.076 To consider the deployment, or specific occasions for implementation of security personnel or devices.*
- Section 551.082 For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.*
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.*
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.*

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either: a) the open meeting covered by this notice upon the reconvening of this public meeting, or b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

*James Colbert, Jr., County School Superintendent*



**The Board of Trustees**  
**October 18, 2016**  
**Agenda of Regular Meeting**

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A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held October 18, 2016, beginning at 1:00 PM in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Invocation** - Jan Toyota, School-Based Therapy Services
2. **Pledge of Allegiance to the US flag** - Isabel Nieves, School-Based Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Isabel Nieves, School-Based Therapy Services
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.
5. **Reports and presentations:**
  - A. **Principal Recognition** - Jonathan Parker, Assistant Superintendent for Academic Support Services
  - B. **Annual update on the HCDE School-Based Therapy Services** - Jean Polichino, Senior Director
  - C. **Presentation by the Education Foundation of Harris County**
  - D. **Monthly Financial Reports through 09/30/2016** - Jesus Amezcua, Assistant Superintendent for Business Services
  - E. **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.

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

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

B. **Consider approval of the 09/20/2016 Board Meeting Minutes**

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

1. **Addendum #2 to Interlocal contract (revenue contract) between HCDE ABS East and Houston ISD** to increase the amount from \$524,100 to \$529,300 (an increase of \$5,200) for Extended School Year (ESY) Summer School (in-county \$5,200 each) for FY 2016
2. **Addendum #2 to Interlocal contract (revenue contract) between HCDE ABS West and Houston ISD** to increase the amount from \$366,900 to \$377,300 (an increase of \$10,400) for Extended School Year Services - ESY Summer School (in-county \$5,200 each) for FY 2016
3. **Amendment to Interlocal contracts (revenue contract) between HCDE ABS West and Tomball ISD** to increase the amount from \$20,300 to \$60,900 (an increase of \$40,600 for two additional in-county contracts); Conroe ISD to increase the amount from \$70,500 to \$94,000 (an increase of \$23,500 for one additional out-of-county contract) for FY 2017
4. **Acceptance of the Adult Education and Literacy 2017 contract between Harris County Department of Education and Houston-Galveston Area Council (H-GAC)** contract number 212-17 for the period of 10/01/2016 through 09/30/2017 in the amount of \$4,115,264
5. **Academic and Behavior School East (revenue contracts) for FY 2017 in the aggregate amount of \$142,100** with Spring ISD for four (4) annual student contracts for \$81,200 (in-county: \$20,300 each) and Sheldon ISD for three (3) annual student contracts for \$60,900 (in-county: \$20,300 each)
6. **Highpoint School East (revenue contract) for FY 2017 in the aggregate amount of \$9,900** with KIPP, Inc. for one (1) annual student contract (in-county: \$9,900 each).
7. **CASE for Kids Partnership Project for FY 2017 in the aggregate amount of \$352,000 with the following entities:** Alief ISD in the amount of \$87,000 (200 students served); Academy of Accelerated Learning in the amount of \$40,000 (50 students served); Pasadena ISD in the amount of \$145,000 (200 students served); Sheldon ISD in the amount of \$60,000 (150 students served); and Southwest Schools in the amount of \$20,000 (50 students served)
8. **CASE for Kids for 21st Century Community Learning Center(s) grants for Cycle 8B, Year 4 for FY 2017 in the aggregate amount of \$1,132,916 with the following entities:** Alief ISD in the amount of \$391,058 (130 students served); Pasadena ISD in the amount of \$186,521 (125 students served); Pearland ISD in the amount of \$189,484 (125 students served); Sheldon ISD in the amount of \$179,799 (150 students served); and Stafford MSD in the amount of \$186,054 (135 students served)

9. **CASE for Kids 21st Century Community Learning Center(s) grants for Cycle 9, Year 1 for FY 2017 in the aggregate amount of \$470,400 with the following entities:** Alief ISD in the amount of \$156,800 (82 students served); Pasadena ISD in the amount of \$156,800 (82 students served); and Sheldon ISD in the amount of \$156,800 (82 students served)
  10. **School Based Therapy Services (revenue contracts) for FY 2017 in the aggregate amount of \$50,725** with the following entities: Pasadena ISD in the amount of \$11,875 (27 students served in FY 2016) and Sweeny ISD in the amount of \$38,850 (new contract)
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **HCDE Governmental Services with:** Everman ISD, Everman, TX; Highland Village city of, Highland Village, Texas; Lovelady ISD, Lovelady, Texas and Rockwall city of, Rockwall, Texas
  2. **Contract renewal option for job no. 13/062DG for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors:** 3P Learning, Inc. d/b/a 3P Learning; Achieve3000, Inc.; Gregory D. Laufer d/b/a Adventures In Learning; B.E. Publishing; Carnegie Learning, Inc.; DLB Educational Corporation; DynaStudy, Inc.; Eric Armin, Inc., d/b/a EAI Education a division of Eric Armin, Inc.; Education Plus; Frog Street Press, Inc.; Richards Investments, Inc. d/b/a Hands-On Tasks Inc.; John R Green d/b/a Harrison and Company; Imagination Station, Inc. d/b/a Istation; Jarrett Publishing Company; Keystone Books & Media; Lab Resources, Inc.; Lakeshore Equipment Company d/b/a Lakeshore Learning Materials; Kimco Educational Products d/b/a Learning Zone; Lectorum Publications, Inc.; LEGO Dacta-Pitsco, LLC d/b/a LEGO Education; Mentoring Minds, L. P.; ProLiteracy Worldwide d/b/a New Readers Press; Northwest Evaluation Association; Pitsco, Inc. d/b/a Pitsco Education; Primary Concepts, Inc.; Saddleback Educational Publishing, Inc.; Scholastic Library Publishing, Inc.; Steps To Literacy; Teacher Heaven, Inc. and UR Investment Inc., d/b/a Texas Teacher Supply for the period 11/19/2016 through 11/18/2017
  3. **Contract renewal option for job no. 12/058DG for Infrastructure as a Service (IaaS) with the following vendors:** ARC Government Solutions, Inc. for the period 11/20/2016 through 11/19/2017
  4. **Contract renewal for job no. 13/001DG for Temporary Personnel Services with the following vendors:** ExecuTeam Staffing, LP; ObjectWin Technology, Inc.; RLS Interest d/b/a Prime Systems; CBS Personnel Services, LLC d/b/a Staffmark and Superior Talent Resources, Inc. for the period 11/20/2016 through 11/19/2017
  5. **Contract renewal option for job no. 13/057DA for Elevators and Other Related Services with the following vendors:** EMR Elevator, Inc. for the period 11/19/2016 through 11/18/2017
  6. **Contract renewal option for job no. 13/067DG for Janitorial Products and Services with the following vendors:** Buckeye International, Inc. d/b/a Buckeye Cleaning Center-Houston; Complete Supply, Inc. and Cordell, Inc. d/b/a Ridley's Vacuum & Janitorial Supply for the period 11/19/2016 through 11/18/2017
  7. **Contract renewal option for job no. 14/036JN to Furnish and Install Integrated Technology Learning Laboratories with the following vendor:** Learnscapes, Inc. d/b/a Creative Learning Systems for the period 11/18/2016 through 11/17/2017
  8. **Contract renewal option for job no. 14/038DG for Telemedicine Services with the following vendors:** Lone Star Telemedicine Services, Inc. and Phonoscope Health Network, Inc. for the period of 11/18/2016 through 11/17/2017

9. **Contract renewal option for job no. 15/047CG for Road Products, (Signage, Chemicals, Gravel, and Concrete) Equipment, and Related Items with the following vendors:** Campbell's Signs of Texas, LLC and Southwest Geo-Solutions, Inc. d/b/a Geo-Solutions, Inc. the period 11/17/2016 through 11/16/2017.
10. **Contract award for job no. 16/059KH for Student Information System to the proposers offering the best value to HCDE and Choice Partners Cooperative meeting the specifications outlined in the proposal:** Focus School Software; SunGard Public Sector, LLC (an FIS Company) d/b/a SunGard K-12 and Tyler Technologies, Inc. for the period 10/18/2016 through 10/17/2017

E. Consider approval of the following items for Internal Purchasing:

1. **Contract renewal option for All-in-One Early Childhood Mobile Tablets, job no. 13/015KJ**, with HATCH, Inc., for the HCDE Head Start Division for the period of 11/20/2016 through 11/19/2017
2. **Contract renewal option with Data Management, Inc., dba TimeClock Plus, job no. 12/046KJ** for Automated Payroll Time Reporting System for the period of 10/23/16 to 10/22/17

F. **Consider approval of a Certification Contribution Agreement (Revenue Agreement) between the HCDE CASE for Kids Division and the Gulf Coast Workforce Board** for the period of 10/01/2016 through 09/30/2017. HCDE will certify \$1,500,000 to receive matching funds from the Gulf Coast Workforce Board for the CASE Partnership Project in the amount of \$1,713,386 (approximately 4,600 students served)

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

- A. **Consider approval to amend the child care partnership agreement between Harris County Department of Education and Deskot LLC, DBA Kool Kids Daycare** to service up to 24 children (increase of 8) ages 0-3 years at the provider's facility located at 602 Fairmont Parkway, Pasadena, Texas, 77504 in the amount not to exceed \$75,000.
- B. **Consider approval of Amendment #1 to the Services Agreement with ChildCare Careers, LLC to provide substitute Teachers and Teaching Assistants (RFP # 13/040KJ) to the HCDE Area I Head Start program** for the period of 06/22/2016 through 04/22/2017 in an amount not to exceed \$119,748 (increase \$44,748).
- C. **Consider acceptance of the Head Start Program Performance Standards (HSPPS) Final Rule - Log No.ACF-PI-HS-16-04**, in compliance with the new HSPPS which become effective 11/07/2016.
- D. **Consider approval of Services Agreement between Harris County Department of Education and Prime Systems** (Choice Partners contract # 13/001DG-05) to provide contractors for the HCDE Technology Division Help Desk in an amount not to exceed \$72,960 for the period of 09/01/2016 through 08/31/2017.
- E. **Consider approval of addendum to Interlocal contract with Harmony Public Schools** to provide procurement consulting services (revenue will be based on services provided).

- F. **Consider First Reading of Local Policies**
  - 1. BJCF
  - 2. CLB
  - 3. CLE
  - 4. CPC
  - 5. DBA
  - 6. DBB
  - 7. DFBB
  - 8. DFFA
  - 9. DFFB
  
- G. **Consider approval of Memorandum of Understanding between Harris County Department of Education and the Education Foundation of Harris County to establish collaborative efforts.**
  
- 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, Highpoint East
  
  - B. **Discussion of timing and instruments for Board evaluation of the Superintendent.**
  
  - C. **Obtain legal advice regarding new Academic and Behavior School West campus project.**
  
  - D. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**
  
- 9. **RECONVENE** for possible action on items discussed in executive session
  - A. **Employment:**  
Teacher, Highpoint East
  
- 10. **INFORMATION ITEMS**
  - A. **Human Resources Information Items**
  
  - B. **Employee Count**

C. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$42,820):**

- Between Teaching Learning Center and HISD - Presentation on "Develop and Coach PK - Grade 2 in PLC planning and structure" for the period of 08/01/2016 - 05/30/2017 for a revenue amount of \$8,800
- Between Teaching Learning Center and Galena Park - Training "Critical Writing Instruction and Instructional Coaching" (Kelly Tummy) for the period of 08/16/2016 - 02/16/2017 for a revenue amount of \$7,000
- Between Teaching Learning Center and Teen Truth, LLC - HCDE will host JC Pohl for Teen Truth for the period of 10/14/2016 - 10/14/2016 for a revenue amount of \$800
- Between Teaching Learning Center and Pearland ISD - Training on "Easy Prep Science Labs" (Lisa K. Felske) for the period of 08/16/2016 - 08/16/20016 for a revenue amount of \$1,000
- Between Teaching Learning Center and Lead4ward - Providing professional learning for the period of 09/16/2016 - 08/31/2017 for a revenue amount of \$37.50 to \$43.75 per participant
- Between Teaching Learning Center and Galena Park ISD - Presentation on "Assorted Elementary Math Sessions" (Nicole Shanahan) for the period of 10/01/2016 - 10/31/2016 for a revenue amount of \$1,600
- Between Teaching Learning Center and Brazosport ISD - "Grade 5 Science STAAR" (Lisa K. Felske) for the period of 10/03/2016 - 10/03/2016 for a revenue amount of \$565
- Between Teaching Learning Center and Galena Park ISD - "Assorted Elementary Math Sessions" (Nicole Shanahan) for the period of 10/01/2016 - 10/31/2016 in a revenue amount of \$1,600
- Between Teaching Learning Center and Royal ISD - "Workstation Make & Take" (Nicole Shanahan) for the period of 09/30/2016 - 09/30/2016 for a revenue amount of \$2,800
- Between Teaching and Learning Center and Texas Chemical Council - Presentation on "Science Teachers & Industry" for the period of 07/18/2016 - 07/21/2016 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 08/01/2016 - 08/31/2016 for a revenue amount of \$6,078
- Between Therapy Services and Region 12 ESC - Presentation on "Occupational Therapy and Physical Therapy Support for Literacy in Pre K 12 Schools" for the period of 09/26/2016 - 09/26/2016 in a revenue amount of \$1,977
- Between Special Schools and Region 6 ESC - Providing curriculum management resources - TEKS Resource Systems for the period of 08/01/2016 - 07/31/2017 in a revenue amount of \$6,310

D. **Non-monetary contracts for FY 2017**

- Between Adult Education and Promise Center
- Between Adult Education and Foundry United Methodist Church
- Between Adult Education and Our Lady of Guadalupe
- Between Adult Education and Highlands United Methodist Church
- Between Adult Education and North Pasadena Community Outreach
- Between Teaching Learning Center and Houston Revision for Professional Development "Ending prison pipeline in schools" for the period 10/3/2016 - 10/3/2016

E. **HCDE Area I Head Start USDA Meal Totals for the month of August 2016;** this information was derived from the free standing centers, as well as those that are a part of a multi-service center. It is the count of the students' attendance, breakfasts, lunches, and PM snacks

- F. **Memorandum of Understanding to establish collaborative working procedures between Motivation Education and Training, Inc. (MET) and HCDE Area I Head Start** for low income children who are eligible for Head Start services beginning 10/19/2016.
- G. **HCDE Area I Head Start Performance Report** for the month of August 2016
- H. **HCDE September 2016 Donation/Sponsor Report**
- 11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, November 15, 2016, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", with a stylized flourish at the end.

James Colbert, Jr.  
County School Superintendent