

**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 **15th day of November 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**  
**November 15, 2016**  
**Agenda of Regular Meeting**

---

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held November 15, 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** - Chasidy Celestine, CASE for Kids Division
2. **Pledge of Allegiance to the US flag** - Victoria Lopez-Case, CASE for Kids Division
3. **Pledge of Allegiance to the Texas flag** - Victoria Lopez-Case, CASE for Kids Division
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. **Annual update on the CASE for Kids Division** - Lisa Caruthers, Director
  - B. **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.
  - C. **Monthly Financial Reports through 10/31/16** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

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

B. **Consider approval of the 10/18/2016 Board Meeting Minutes**

C. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Contract renewal option for job no. 14/037CG for Parking and Street Cleaning Services with the following vendor:** Satco Services, Inc., d/b/a Southern Care Sweeping and Paving Company for the period 12/16/2016 through 12/15/2017.
2. **Contract renewal option for job no. 15/001MP for Motor and Aviation Fuel, Alternative Fuel, Lubricants and Related Items with the following vendors:** R & C Distributors, LLC d/b/a Blender Direct; Diplomat Petroleum, LLC; Octcet Inc.; Petroleum Traders Corporation; Sun Coast Resources, Inc. and Sundance Fuel Ltd for the period 12/16/2016 through 12/15/2017.
3. **Contract renewal option for job no. 16/012MP for Educational and Instructional Software and Related Items with the following vendors:** 3P Learning, Inc.; Attainment Company, Inc.; Reed Debra Howard d/b/a Brain Hurricane/Wowzers; Carnegie Learning, Inc.; DynaStudy, Inc.; Imagination Station, Inc., d/b/a Istation; Lakeshore Equipment Company d/b/a Lakeshore Learning Materials; Neufeld Learning Systems, Inc.; Pitsco Inc.; Rosetta Stone Ltd.; TPR Education LLC d/b/a The Princeton Review for the period 12/15/2016 through 12/14/2017.
4. **Contract assignment for ARC Government Solutions, Inc. to GTS Technology Solutions, Inc. for the following contracts (Company has changed names):**
  - 12/058DG-01 - Infrastructure as a Service (IaaS) for the period 11/20/2016 through 11/19/2017
  - 13/068DG-03 - Technology Products and Services for the period 01/23/2016 through 01/22/2017
  - 16/040CG-03 - IDIQ - Fire, Safety, Security, Surveillance Equipment and Installation Services for the period 06/21/2016 through 06/20/2017
5. **HCDE Governmental Services with:** Chino City of, Chino, California; County of Solano, Fairfield, California; Houston Gateway Academy, Inc., Houston, Texas; La Pryor ISD, La Pryor, Texas; Lutheran Education Association of Houston (LEAH), Houston, Texas; Midland College, Midland, Texas; Paris ISD, Paris, Texas; Wichita County, Wichita Falls, Texas and Little Rock School District, Little Rock, Arkansas.
6. **Contract renewal option for job no. 13/062DG for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors:** MyOfficeProducts, LLC d/b/a Unity Education Resources and Scholastic, Inc. (Classroom & Community Division) for the period 11/19/2016 through 11/18/2017.

7. **Contract award for job 16/060CG for Security Officers and Related Items to the proposers offering the best value to HCDE and Choice Partners Cooperative meeting the specifications outlined in the proposal:** Executive Threat Solutions, LLC; Houston Enforcement, Inc. and Vets Securing America for the period 11/15/2016 through 11/14/2017.

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

1. **Amendment #2 to the FY 2016 Adult Education and Literacy grant contract between Harris County Department of Education and Houston-Galveston Area Council (H-GAC).** The purpose of this amendment is to increase budgets for Adult Education and Family Literacy Act (AEFLA) Federal by \$289,091 and Temporary Assistance for Needy Families (TANF) by \$16,457 and to decrease budgets for AEFLA State by \$1,333, EL Civics by \$167,565, Distance Learning by \$1,840, Career Pathways by \$37,800 and Youth Demonstration Project by \$97,010. The total contract budget remains at \$3,976,100.
2. **Amendment #1 to Interlocal contract (revenue contract) between HCDE ABS East and Sheldon ISD** to increase the amount from \$60,900 to \$81,200 (an increase of \$20,300) for one (1) additional in-county contract for FY 2017.
3. **Academic and Behavior School West (revenue contracts) for FY 2017 in the aggregate amount of \$40,600** with Promise Community Schools for one (1) annual student contract in the amount of \$20,300 (in-county: \$20,300 each); Katy ISD for one (1) annual student contract in the amount of \$20,300 (in-county: \$20,300 each).
4. **CASE for Kids for 21st Century Community Learning Center(s) grants for Cycle 8B, Year 4 for FY 2017 in the aggregate amount of \$811,087 with the following entities:** Aldine ISD in the amount of \$231,167 (150 students served); Galena Park ISD in the amount of \$187,224 (125 students served); Houston ISD in the amount of \$207,696 (130 students served); and Spring Branch ISD in the amount of \$185,000 (100 students served).
5. **CASE for Kids 21st Century Community Learning Center(s) grants for Cycle 9, Year 1 for FY 2017 in the aggregate amount of \$1,097,600 with the following entities:** Aldine ISD in the amount of \$313,600 (164 students served); Clear Creek ISD in the amount of \$156,800 (82 students served); Galena Park ISD in the amount of \$156,800 (82 students served); Southwest Schools in the amount of \$156,800 (82 students served); Spring ISD in the amount of \$156,800 (82 students served); and Humble ISD in the amount of \$156,800 (82 students served).
6. **CASE for Kids Partnership Project for FY 2017 in the aggregate amount of \$284,000 with the following entities:** Aldine ISD in the amount of \$80,000 (125 students served); and Houston ISD in the amount of \$204,000 (560 students served).
7. **HCDE Area I Head Start/Early Head Start and Galena Park ISD Service Agreement for FY 2016-2017** to provide comprehensive services for students ages 6 weeks to 5 years of age Head Start/Early Head Start eligible children within Northeast Houston beginning 08/1/2016 through 07/31/2017.

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

1. **Approval of RFQ 17/015KJ - Architectural Design Services**, for a pool of architects to be contracted as needed by both HCDE and the Public Facilities Corporation (PFC) of Harris County Department of Education. The pool consists of: AutoArch Architects, LLC., Swart Architects, Inc., cre8 Architects, Natex Architects and Corgan.

2. **Approval of RFQ 17/016BM - Engineering Services**, for a pool of engineers to be contracted as needed by both HCDE and the Public Facilities Corporation (PFC) of Harris County Department of Education. The pool consists of: Rice & Gardner Consultants, Inc., Matrix Structural Engineers, WG Anderson, LLC and Doucet & Associates, Inc.
3. **Approval of contract awards for job no. 16/048YR for Business and Facilities Consulting Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Dana Lee, Indatech, Lanier Consulting Services, MGT of America, Rice and Gardner Consultants, and Safe Plans, Inc. with HCDE 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 (consultants can be used as needed).

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

- A. **Presentation by HCDE Administration** regarding establishment of recovery high school.
- B. **Consider approval to eliminate the Highpoint North DAEP** program and to establish a recovery high school.
- C. **Consider approval of Lease Agreement for the Baytown Early Head Start facility with HT Land Company (job # 15/061KJ)** in the amount of \$5,000 per month for the period 11/01/16 through 10/31/17 (paid from Head Start funds).
- D. **Consider acceptance of the HOGG Foundation Healthy Minds Healthy Children Year 4 Continuation Head Start Grant** in the amount of \$8,000 and a carry forward balance of \$5,559 from year 3 for a total amount of \$13,559.
- E. **Consider approval of an Interlocal (revenue contract) with Alief Independent School District for the Center for Safe and Secure Schools** to provide facilities auditing services for the 2016-2017 school year in an amount of \$62,709.
- F. **Consider approval of an Interlocal (revenue contract) with Goose Creek Consolidated School District for the Center for Safe and Secure** to provide facilities auditing services for the 2016-2017 school year in an amount of \$47,250.
- G. **Consider Second Reading and Approval of the following Local Policies:**
  1. BJCF
  2. CLB
  3. CLE
  4. CPC
  5. DBA
  6. DFBB
  7. DFFA
  8. DFFB

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. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees, including, but not limited to, evaluation of HCDE Superintendent.**
9. **RECONVENE** for possible action on items discussed in executive session
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 \$3,000):**
    - Between Teaching Learning Center and Waller ISD - "Professional Development on TEKS Targets and Read Readiness" (Presenter - Kelly Tummy) for the period 10/26/16 - 10/26/16 for a revenue amount of \$1,000
    - Between Teaching Learning Center and Galena Park ISD - "Water and Properties of Matter & Instructional Coaching for Science" training (Trainer - Lisa K. Felske) for the period 10/10/16 - 11/30/16 for a revenue amount of \$2,000
  - D. **Non-monetary MOU contract for FY 2017**
    - Between Adult Education and Associated Builders and Contractors of Greater Houston for Edfucational and Vocational Training for the location of Adult Education Classes for the period 07/01/2016 through 06/30/2017
  - E. **CASE grant awards (expenditure) to implement the CASE for Kids City Connections for FY 16-17 with the following entities:**
    - RARA Foundation, Inc., \$10,000
    - Imagine Excellence, Inc., \$4,000
    - Girls on the Run Greater Houston, \$4,630
    - Southwest School Mangum E.S., \$10,000
    - Multicultural Education and Counseling, \$5,000
    - YMCA of Greater Houston – West Group Childcare, \$5,000
    - Virtuosi of Houston, \$10,000
    - Urban Outreach, Inc., \$10,000
    - East End Chamber of Commerce Foundation, \$4,000
    - Sisters Network, Inc., \$10,000
    - The Woods Project, \$4,000
    - Knowledge – First Empowerment Center, \$9,600
    - Color of Life Community Resource & Activity Center, \$10,000
    - The Woods Project, \$6,000
    - Northwest Community Baptist Church, \$10,000
    - FotoFest, \$4,000
    - FotoFest, \$4,630
    - YMCA of Greater Houston West Group, \$10,000
    - Theory Me – UCP, \$10,000
    - Young Women’s Preparatory Network, \$5,000
    - Teaching Education Enrichment Recreation Outreach Center, \$10,000
    - Change Happens, \$18,000

- Bodies in Motion, \$5,000
- Mufasa's Pride Rites of Passage, \$10,000
- YMCA of Greater Houston – West Group Childcare, \$10,000
- Houston Marathon Foundation, \$4,500
- Solutions of Better Living, \$5,000
- Newspring, \$4,400
- JJ's I'm Me Foundation, \$4,000
- JJ's I'm Me Foundation, 4,000
- Children's Museum of Houston, \$5,000
- College Community Career, \$4,000
- College Community Career, \$8,000
- Girls on The Run Greater Houston, \$4,000
- Project Grad Houston, \$6,000
- PAIR, \$7,000
- PAIR, \$5,000
- HITS Theatre, \$5,000
- The Church of I Am, \$10,000
- Amaanah Refugee Services, \$10,000
- Greater Northside Plaza CDC, Inc., \$10,000
- Boykins Youth Foundation, \$4,500
- St. Martha Catholic School, \$10,000
- KIND Girls Mentoring Program, \$5,000
- KIND Girls Mentoring Program, \$5,000
- Shamelessly Save Productions, \$7,500
- Girlstart, \$7,500
- Houston Area Urban League, \$7,500
- Urban Harvest, \$5,000
- Chinese Community Center, Inc., \$10,000
- South Union Missionary Baptist Church, \$4,000
- Houston Marathon Foundation, \$4,000
- Comp U Dopt, \$4,800
- South West Glen Mission, \$5,500
- Greater Emmanuel Family Worship Center, \$4,000
- Greater Emmanuel Family Worship Center, \$6,000
- Evelyn Rubenstein Jewish Community Center, \$10,000
- SEWAS International Houston, \$7,500
- Association for the Advancement of Mexican Americans, \$7,000
- India Houston, Inc., \$4,500
- The Heart of God Restoration Ministry, \$6,000
- Brentwood Community Foundation, \$10,000
- Houston Youth Symphony, \$10,000
- Boykins Youth Foundation, \$4,000
- Young Audiences of Houston, \$4,000
- The Village Learning Center, 10,000
- Alief Family YMCA, \$10,000
- Helping Hands Fitness and Nutrition, \$6,500
- Katco Arts Academy, Inc., \$8,000
- Bridging the Digital Divide, \$7,500
- American Latino Center for Research, Education, & Justice, \$7,200
- SHAPE Community Center, \$8,000
- Connect YMCA, \$6,000
- World Youth Foundation, \$10,000
- The Ensemble Theatre, \$6,000
- YMCA of Greater Houston – West Group Childcare, \$10,000

- F. **HCDE Area I Head Start USDA Meal Totals for the month of September 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
- G. **HCDE Area I Head Start Performance Report** for the month of September 2016
- H. **Product donation request submitted to H-E-B for support of the Teaching and Learning Center's 31st Annual R. T. Garcia Early Childhood Winter Conference** scheduled for Saturday, January 28, 2017 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.
- I. **Request of \$1,500 from Aaron's to financially support a presenter/speaker at the Teaching and Learning Center's 31st Annual R.T. Garcia Early Childhood Winter Conference** scheduled for Saturday, January 28, 2017 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.
- J. **Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial Foundation** in the amount of \$7,020 to support Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read; program focuses on literacy skills; 195 students served.
- K. **Contract-related Cooperative Fees Report** for FY 2016
- L. **Schools Division Enrollment Report** for October 2016
- M. **HCDE Donation/Sponsor Report** for the month of October 2016
- 11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, **December 13, 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.", is positioned above the printed name.

James Colbert, Jr.  
County School Superintendent