

**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 **13th day of December 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**  
**December 13, 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 December 13, 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** - Kay Vaccaro, Adult Education Division
2. **Pledge of Allegiance to the US flag** - Bill Medina, Adult Education Division
3. **Pledge of Allegiance to the Texas flag** - Bill Medina, Adult Education 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 HCDE Adult Education Division** - Eduardo Honold, Director
  - B. **Report on Board member training** - Angie Chesnut, Board President
  - C. **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.
  - D. **Monthly Financial Reports through November 30, 2016** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

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

B. **Consider approval of the 11/15/2016 Board Meeting Minutes**

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

1. **Amendment #1 to Interlocal contract (revenue contract) between HCDE ABS East and Clear Creek ISD** to increase the amount from \$284,200 to \$324,800 (an increase of \$40,600) for two (2) additional in-county contracts for FY 2017.
2. **Academic and Behavior School West (revenue contracts) for FY 2017 in the aggregate amount of \$305,500** with Fort Bend ISD for thirteen (13) annual student contracts in the amount of \$305,500 (out of county: \$23,500 each).
3. **School Based Therapy Services (revenue contract) for FY 2017 in the aggregate amount of \$17,575** with Humble Independent School District (126 Students served in FY 2016).
4. **Consider approval of an Interlocal (revenue contract) with Spring Branch 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 \$75,000.

D. Consider approval of the following non-monetary Interlocal Contracts:

1. **Adult Education Interlocal non-monetary contracts with Pasadena ISD and Goose Creek ISD** for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period 08/01/2016 through 06/30/2017.

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

1. **HCDE Governmental Services with:** Celina ISD, Celina, Texas; Cisco College, Cisco, Texas and Generations Community Federal Credit Union, San Antonio, Texas
2. **Contract renewal option for job no. 13/002DG for Fleet Fuel Monitoring System, Maintenance, GPS System, Tank Automation, Related Fueling Products and Services with the following vendors:** WEX, Inc. (Wright Express Financial Services Corporation) d/b/a Fleet Fueling and Fleetcard, Inc. d/b/a Impac Fleet for the period 12/18/2016 through 12/17/2017.
3. **Contract renewal option for job no. 13/061DG for Vocational Products and Services with the following vendors:** United Rentals (North America), Inc. and ATech Training, Inc. for the period 12/17/2016 through 12/16/2017.

4. **Contract assignment for job no. 15/034TJ-02 for Food Equipment, Parts, Repair, Installation, Maintenance, Small Ware and Related Items and Services** from H.A. Franz and Company to American Vending Sales, Inc.(H.A. Franz & Co was purchased by American Vending Sales, Inc.)
5. **Contract renewal option for job no. 12/051DA for Electrical Vehicle Charging Stations and Other Related Items with the following vendor:** ABM Building & Energy Solutions, Inc. d/b/a ABM Building Services, LLC for the period 01/15/2017 through 01/14/2018.
6. **Contract renewal option for job no. 12/054PB for Waterproofing/Masonry, Restoration, Cleaning and Related Services with the following vendors:** Centennial Moisture Control Inc.; LD Tebben Company, Inc.; PRC Roofing Company, Inc.; Reliable Commercial Roofing Services, Inc.; Tecta America CS, LLC; Tri-Lam Roofing & Waterproofing and Weatherproofing Services for the period 01/15/2017 through 01/14/2018.
7. **Contract renewal option for job no. 13-068DG for Technology Products and Services with the following vendors:** Accudata Systems, Inc.; GTS Technology Solutions, Inc. (formally ARC Government Solutions, Inc.); AVES Audio Visual Systems, Inc.; Best Buy Stores, L.P. d/b/a Best Buy for Business; Carahsoft Technology Corporation; CDW LLC d/b/a CDW Government LLC; Critical Infrastructure Solutions (CIS) LLC; PCMG / Global Gov/Ed; HiEd Inc.; Houston Communications, Inc.; ImageNet Office Systems, Ltd.; Ion Wave Technologies, Inc.; JADE Distributing; JANGA Technology, LLC.; K12 Alerts; Exebridge; Mark III Systems, Micro Integration; PC Care, Inc.; PCPC Direct Ltd.; Pinnacle Office Group, Inc.; Presidio Networked Solutions, Inc.; Prime System.; Troxell Communications, Inc. and Unique Digital, Inc for the period 01/23/2017 through 01/22/2018.
8. **Contract renewal option for job no. 13/003PB for IDIQ Plumbing and Related Services with the following vendors:** Gowan, Inc. and Letsos Company Mechanical Contractors for the period 01/15/2017 through 01/14/2018.

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

1. **Contract award for job no. 15/028LB for CASE After-School and Summer Direct Services to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Comp-U-Dot; DK High Steppers; DRF Industries; For The Children Consulting; GO-Strategic Management Services; Houston Astros; InSpire; Invent Now, Inc.; Language Kids Houston, LLC; Monica Lewis School of Etiquette; Project GRAD Houston; Staff Hunt, LLC; Texas 4-H Youth Foundation; That Fit Mix, Too; Universal Time Release Publishing for the period 12/13/2016 through 12/12/2017.
2. **Contract award for RFP no. 16/047YR-3 for Head Start Trainers and Consultants for HCDE to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** Collaborative for Children, for the period 12/13/2016 through 12/12/2017 with an option to renew annually up to four (4) additional years.
3. **Renewal option for RFP no. 15/051YR for Early Head Start Child Care Partnerships with the following vendor:** Fellowship of Purpose Early Childhood Learning Center (Purpose Kids) for the period 12/15/2016 through 12/14/2017.
4. **Renewal options for RFP no. 15/051YR-4 for Early Head Start Child Care Partnerships with the following vendors:** The Breaking Free Foundation dba High Achievers Learning Center and Let's Learn Christian Learning Center, Inc. for the period 12/15/2016 through 12/14/2017.

5. **Renewal options for RFP no. 15/003LB for Local Food and Catering with the following vendors:** Pepi Corporation dba Alonti Cafe, Catering and Rolling Dough Ltd dba Panera Bread and Demeris Catering, Inc. for the period 12/16/2016 through 12/15/2017.

- G. **Consider approval of FY 2017 Investment Resolution** for the annual review of HCDE's investment policy, Broker Dealers, and Investment Trainers in accordance with the Public Funds Investment Act.

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

- A. **Consider approval of the proposed Annual Budget Calendar** for FY 2018.

- B. **Contract renewal option for RFP no. 16/020KJ for Governmental Relations Services with HillCo Partners** for the period of 01/01/2017 through 12/31/2017 and approving a services agreement in an amount not to exceed \$10,000 per month.

- C. **Memorandum of Understanding between HCDE Area I Head Start/Early Head Start and Lee College** to collaborate and register HCDE Area I Head Start teaching staff in credit course work to obtain Child Development Associate "CDA" credentials by paying for the classes at Lee College using Area I Head Start/Early Head Start training dollars.

- D. **Consider approval of Microsoft Enrollment for Education Solutions (EES)** for 1st year of 3 year agreement from CDW-G (Job No. 13/068DG-09) in an amount not to exceed \$105,000.

- E. **Consider approval of contract agreement between Executive Threat Solutions (#16/060CG-01) and Harris County Department of Education** for law enforcement services at the following locations:

ABS East  
Highpoint School - North  
Highpoint School - East  
North Post Oak  
Administration Building

This contract will be from 01/01/2017 through 12/31/2017 and will consist of a total of 12,236 hours at the rate of \$45.04 per/hr.(general officers) and 594 hours at the rate of \$103.75 per/hr (traffic officers) for a total not to exceed \$612,736.94.

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:**  
Transition Specialist - Highpoint East  
Senior Director - School-Based Therapy Services

- B. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees, including, but not limited to, Superintendent's contract in accordance with Tex. Gov't Code Section 551.074**

9. **RECONVENE** for possible action on items discussed in executive session
  - A. **Employment:**  
Transition Specialist - Highpoint East  
Senior Director - School-Based Therapy Services
  - B. **Possible action regarding Superintendent's contract.**
10. **INFORMATION ITEMS**
  - A. **Human Resources Information Items**
  - B. **Employee Count**
  - C. **Submission of grant proposal to Stedman West Foundation in the amount of \$10,000 to support Teaching and Learning Center** - Science's Weather Applications to Teach Environmental Resilience (WATER) project. Project focuses on Geographic Information Systems and plans to serve 150 students.
  - D. **Submission of a food donation request to Whole Foods Market to support the Teaching and Learning Center** Special Population's 2017 Dyslexia Summit scheduled for Tuesday, January 10, 2017 at Harris County Department of Education, 6300 Irvington Blvd., Houston, Texas 77022.
  - E. **HCDE Area I Head Start Performance Report** for the month of October 2016
  - F. **HCDE Area I Head Start USDA Meal Totals for the month of October 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 Donation/Sponsorship Report for the Month of November 2016**
11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, January 19, 2017, 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