

**Harris County Department of Education
Minutes of Regular Board Meeting
January 26, 2017**

The Harris County Board of School Trustees met in regular session on January 26, 2017 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Louis D. Evans, III, Board President, called the meeting to order at 1:12 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: Louis D. Evans, III, Board President; Eric Dick, Board Vice President; Erica Lee Carter; George Moore; 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; Rebecca Bell, Director Texas Virtual School Network; Karla Cantu, Board Secretary; Lisa Caruthers, Director CASE for Kids; 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; Dee Mattox-Hall, Senior Director Schools Division; Bill Monroe, Director Purchasing; Venetia Peacock, Senior Director Head Start; Jean Polichino, Director Therapy Services; Gayla Rawlinson, Director Center for Grants Development; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jeannette Truxillo, Director Research and Evaluation; Arthur Vu, Director Technology; Jimmy Wynn, Special Assistant to Superintendent; Lidia Zatopek, Director Alternative Certification

Visitors: John Cates; Angie Chesnut; Kara DeRocha; Beverly Dotson; Kara Hagen; Regina Hasan; Kelly Horsley; Carol Kitson; Danielle Lutz; Matt Maliel; Sasha McLean; Don Titcombe; Kay Tyner; Colleen Vera; Andrew Warren; David Wilson

1. **Invocation** - Dr. Andres Garcia, Research and Evaluation Institute
2. **Pledge of Allegiance to the US flag** - Dr. Vida Avery, Center for Grants Development
3. **Pledge of Allegiance to the Texas flag** - Dr. Vida Avery, Center for Grants Development
4. **Public Hearing** for the Annual Financial Management Report for the fiscal year ending August 31, 2016

No one from the public requested to address the Board regarding the Annual Financial Management Report for the fiscal year ending August 31, 2016.

5. **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.

Carol Kitson addressed the Board in support of item 8.R.

David Wilson addressed the Board regarding a resolution on Third Party Evaluation by Texas Sunset Advisory Commission distributed to the Board.

Andrew Warren addressed the Board in support of recovery schools.

Sasha McLean addressed the Board in support of recovery schools.

Regina Hasan addressed the Board in support of recovery schools.

Kelly Horsley addressed the Board regarding item 8.O.

Beverly Dotson addressed the Board in support of recovery schools.

Don Titcombe addressed the Board in support of recovery schools.

John Cates addressed the Board in support of recovery schools.

Kay Tyner addressed the Board regarding HCDE's property tax rate.

Colleen Vera addressed the Board regarding use of HCDE tax dollars and ongoing concerns.

Patricia Laughlin addressed the Board regarding item 8.O.

Mathew Maliel addressed the Board in support of recovery schools and the construction of AB School West.

Angie Chesnut addressed the Board regarding items 8.M. and 8.W.

Danielle Lutz addressed the Board in support of recovery schools and the special needs programs.

Kara Hagen addressed the Board regarding item 8.O.

Kara DeRocha addressed the Board in support of construction the AB School West.

6. **Reports and presentations:**
 - A. **Presentation to the Board of the Meritorious Budget Award to HCDE for excellence in the preparation and issuance of its budget for the Fiscal Year 2017** - Jesus Amezcua, Assistant Superintendent for Business Services
 - B. **Annual update on the HCDE Center for Grants Development** - Gayla Rawlinson, Director
Erica Lee Carter exited and returned to the room at 2:05 p.m.
Gayla Rawlinson introduced staff and responded to questions from the Board.
 - C. **Annual update on the HCDE Research and Evaluation Institute** - Jeannette Truxillo, Director
Jeannette Truxillo introduced staff and responded to questions from the Board.
 - D. **Report on services provided to students and educators during the 2015-2016 school year**
This item was pulled from the agenda.
 - E. **Report of the Board feasibility subcommittee** - Trustee, Don Sumners, Chair
Don Sumners reported that the feasibility subcommittee agreed upon a tentative outline and that the committee will meet again in one week.
 - F. **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.
Erica Lee Carter reported on her attendance to the Houston Association of Black Educators' dinner honoring teachers across Harris County and Les Hooper's retirement reception at HCDE.
Mike Wolfe thanked Les Hooper for his years of service.
 - G. **Monthly Financial Reports through 12/31/2016** - Jesus Amezcua, Assistant Superintendent for Business Services

Motion made by Diane Trautman, seconded by Don Sumners to approve items in the consent agenda.

Erica Lee Carter requested to remove item 7.D.8. from the consent agenda.

George Moore requested to remove items 7.D.4. and 7.D.9. from the consent agenda.

Eric Dick requested to remove items 7.B.1. and 7.B.2. from the consent agenda.

Mike Wolfe requested to remove all remaining items in 7.D. from the consent agenda.

Motion to amend made by Don Sumners to postpone all items under 7. until after the auditors and architects have presented to the Board. Diane Trautman does not agree with this amendment as a friendly amendment to the motion.

Motion made by Mike Wolfe, seconded by Eric Dick to table consideration of all items under 7. until items 8.A. and 8.K. have been presented and acted upon.

Motion to table passes with 7-0 voting to table consideration of all items under 7. until items 8.A. and 8.K. have been presented and acted upon.

George Moore exited the room at 2:28 p.m. and returned at 2:31 p.m.

8. A. **Consider approval of the 2015-2016 Annual Financial Audit**, the fund balance categories and amounts as presented in the report. The audit was conducted by Whitley Penn LLP.

Motion made by Diane Trautman, seconded by Don Sumners to approve the 2015-2016 Annual Financial Audit, the fund balance categories and amounts as presented in the report. The audit was conducted by Whitley Penn LLP.

Motion passes with 5-2 voting to approve with Eric Dick and Mike Wolfe voting nay.

The Board recessed at 2:37 p.m. and reconvened at 2:53 p.m.

8. K. **Conceptual presentation by architect groups for the proposed AB School West Replacement Campus.**

AutoArch, Natex, Corgan, and Cre8 Architects presented to the Board.

Eric Dick exited the room at 3:44 p.m. and returned at 3:45 p.m.

The Board recessed at 4:02 p.m. and reconvened at 4:15 p.m.

7. **ACTION ITEMS - CONSENSUS**

Friendly amendment by Diane Trautman and Mike Wolfe to approve remaining items under the consent agenda with the exception of 7.A., 7.C. and 7.E.

Motion passes with 6-0-1 voting to approve remaining items under the consent agenda with the exception of 7.A., 7.C. and 7.E. with Don Sumners abstaining.

- A. Consider approval of the following Business Services items:

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

- C. **Consider approval of Interlocal Contract (revenue contract) for Highpoint School North for FY 2017 in the aggregate amount of \$29,700** with Spring ISD for three (3) annual student contracts (in-county: \$9,900 each).

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

1. **Renewal options for job no. 15/063YR-2 for CASE After-School and Summer Direct Service Providers with the following vendors:** Shamelessly Saved Productions; Solutions for Better Living; Brainchild, Inc.; Ondi Love Center Ministries; Abundance Educational Consulting, LLC; World Youth Foundation, Inc.; Imagiread

Consulting Services, LLC; Artist Boat; and Making It Better for the period of 02/23/2017 through 02/22/2018.

2. **Renewal options for job no. 15/063YR-3 for CASE After-School and Summer Direct Service Providers with the following vendors:** Texans Together Education Fund, Inc.; The K16 Ready Society, Inc. dba Texas Initiative Programs, and Educational Leadership, Inc. dba Southwest Schools for the period of 02/23/17 through 02/22/2018.
3. **Renewal option for job no. 16/019YR for Coffee, Tea Services, and Related Items with the following vendor:** Reliant Business Products, Inc. for the period of 02/23/17 through 02/22/2018.
4. **Contract award for job no. 17/017LB for Head Start Substitute Teachers and Teacher Assistants to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** PESG of Texas, Zenith Learning, and Delta T-Group, Inc. for the period 01/19/2017 through 01/18/2018 with an option to renew annually up to four (4) additional years.

B. Consider approval of the following Board Meeting Minutes:

2. *01/09/2017 Special Board Meeting Minutes*

Motion made by Erica Lee Carter, seconded by George Moore to approve the 01/09/2017 Special Board Meeting Minutes.

Motion made by George Moore, seconded by Mike Wolfe to table this item until clarification may be provided regarding the action on item 1.

Motion passes with 6-1 voting to table this item, with Erica Lee Carter voting nay.

1. *12/13/2016 Board Meeting Minutes*

Motion made by Erica Lee Carter, seconded by George Moore to approve the 12/13/2016 Board Meeting Minutes.

Motion passes with 5-0-2 voting to approve with Eric Dick and Mike Wolfe abstaining.

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

1. **Contract renewal option for job no. 13/017CG for Supplemental Job Order Contracting Services with the following vendor:** Falkenberg Construction Co., Inc. for the period 02/26/2017 through 02/25/2018.

Motion made by Diane Trautman, seconded by Louis Evans to approve contract renewal option for job no. 13/017CG for Supplemental Job Order Contracting Services with the following vendor: Falkenberg Construction Co., Inc. for the period 02/26/2017 through 02/25/2018.

Motion to call the question made by Erica Lee Carter, seconded by Don Sumners.

Motion to call the question passes with 7-0 voting to call the question.

Main motion passes with 5-1-1 voting to approve, with Mike Wolfe voting nay and George Moore abstaining.

2. **Contract renewal option for job no. 14/012DA for IDIQ Roofing, Waterproofing & Moisture Control with the following vendors:** American Contracting U.S.A., Inc.; Atlas Universal, Inc.; CS Advantage USAA, Inc.; D & G Quality Roofing, Inc.; Fusion Trading, LLC d/b/a Hi-Mark Roofing & Waterproofing; J Reynolds & Company, Inc.; John A. Walker Roofing Co., Inc. and Sea-Breeze Roofing, Inc. for the period 02/25/2017 through 02/24/2018.
Motion made by Mike Wolfe, seconded by Eric Dick to approve items 7.D.2., 7.D.3., 7.D.5., 7.D.6. and 7.D.7.
Motion to call the question made by Don Sumners, seconded by Eric Dick.
Motion passes with 6-0-1 voting to call the question, with Erica Lee Carter abstaining.
Motion to approve items 7.D.2., 7.D.3., 7.D.5., 7.D.6. and 7.D.7. passes with 6-1 voting to approve, with Mike Wolfe voting nay.
3. **Contract renewal option for job no. 15/005JN for Janitorial Cleaning Services with the following vendors:** Ambassador Services, LLC; GMW Quality Cleaning Solutions d/b/a Hospitality Cleaning Solutions and Soji Services, Inc. d/b/a Metroclean, Metroclean Commercial Building Services for the period 02/24/2017 through 02/23/2018.
5. **Contract renewal option for job no. 16/021KC for Early Childhood Supplies and Related Items with the following vendors:** Charles J. Becker & Bro., Inc. d/b/a Becker's School Supplies; Brattle Publishing Group, LLC; Complete Book and Media Supply, LLC; Express Booksellers, LLC d/b/a Express Booksellers; Kaplan Early Learning Company; Learning Resources d/b/a Educational Insights; Music in Motion, Inc.; National Educational Systems; S&S Worldwide, Inc.; Therapro, Inc.; Varsity Brands Holding Co., Inc. - BSN Sports, LLC d/b/a US Games, and Anna Walther - Wood Etc. Co. d/b/a Wood Etc. Co. for the period 02/23/2017 through 02/22/2018.
6. **Contract renewal option for job no. 16/002CG for Indoor/Outdoor LED Lighting and Related Items with the following vendors:** Aledra, Inc.; BTM Solutions, LLC; Consolidated Electrical Distributors, Inc.; Crawford Electric Supply Co., Inc.; Eco Induction Systems, LLC d/b/a EIS Lighting; Summit Electric Supply Co., Inc.; D Reynolds Company LLC d/b/a The Reynolds Company; Unified Sunergy Systems, LLC and XtraLight Manufacturing, Ltd. for the period 02/23/2017 through 02/22/2018.
7. **Contract assignment for job no. 13/068DG-14 for Technology Products and Services:** from PCMG, Inc d/b/a Global GovEd to PCMG, Inc., effective upon board approval and until termination.

4. **Contract renewal option for job no. 15/006MP for Technology Products and Services with the following vendors:** Barnes & Noble Booksellers, Inc.; Bass Computers, Inc.; Double M Laser Products Inc. d/b/a Enhanced Laser Products (ELP); FireFly Computers, LLC.; Gaggle.Net, Inc.; Houston Information Team, LLC (HIT); Insight Investments, LLC; Insource Technology Direct, LLC; iTech Enterprises d/b/a iTech Solutions; LyncVerse Technologies, Inc.; NWN Corporation; Netsync Network Solutions; Phonoscope Enterprise Group; Phonoscope LightWave, Inc.; Rugged Protection, LLC; Set Solutions, Inc.; SHI/Government Solutions; Way Tech LLC d/b/a Silicon Mountain Memory; Total Technologies, LLC; True North Consulting Group, LLC, and Tele-Communication, Inc. d/b/a Unified Communications for the period 2/24/2017 through 2/23/2018.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the contract renewal option for job no. 15/006MP for Technology Products and Services with the following vendors: Barnes & Noble Booksellers, Inc.; Bass Computers, Inc.; Double M Laser Products Inc. d/b/a Enhanced Laser Products (ELP); FireFly Computers, LLC.; Gaggle.Net, Inc.; Houston Information Team, LLC (HIT); Insight Investments, LLC; Insource Technology Direct, LLC; iTech Enterprises d/b/a iTech Solutions; LyncVerse Technologies, Inc.; NWN Corporation; Netsync Network Solutions; Phonoscope Enterprise Group; Phonoscope LightWave, Inc.; Rugged Protection, LLC; Set Solutions, Inc.; SHI/Government Solutions; Way Tech LLC d/b/a Silicon Mountain Memory; Total Technologies, LLC; True North Consulting Group, LLC, and Tele-Communication, Inc. d/b/a Unified Communications for the period 2/24/2017 through 2/23/2018.

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

8. **Contract assignment for job no. 16/060CG-02 for Security Officers and Related Items:** from Houston Enforcement, Inc. to Federal Crime Prevention, Inc., effective upon board approval and until terminated. The company is changing their name; no change in ownership.

Motion made by Don Sumners, seconded by Louis Evans to approve a contract assignment for job no. 16/060CG-02 for Security Officers and Related Items: from Houston Enforcement, Inc. to Federal Crime Prevention, Inc., effective upon board approval and until terminated. The company is changing their name; no change in ownership.

Friendly amendment by Don Sumners and Louis Evans to approve the item except remove the words "and until terminated".

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

9. **HCDE Governmental Services with:** Burleson County, Burleson, Texas; Denison Independent School District, Denison, Texas; Girl Scouts of Southwest Texas, San Antonio, Texas; Keene city of, Keene, Texas; Pawnee Independent School District, Pawnee, Texas; Prairie View city of, Prairie View, Texas; Seguin city of, Seguin, Texas and Wylie Independent School District, Wylie, Texas.

Motion made by Erica Lee Carter, seconded by Don Sumners to approve HCDE Governmental Services with: Bureson County, Bureson, Texas; Denison Independent School District, Denison, Texas; Girl Scouts of Southwest Texas, San Antonio, Texas; Keene city of, Keene, Texas; Pawnee Independent School District, Pawnee, Texas; Prairie View city of, Prairie View, Texas; Seguin city of, Seguin, Texas and Wylie Independent School District, Wylie, Texas.

Motion to call the question made by Don Sumners. There is no second to this motion.

Motion to call the question made by Erica Lee Carter, seconded by Eric Dick.

Motion to call the question passes with 6-1 voting to call the question, with George Moore voting nay.

Main motion passes with 5-2 voting to approve, with George Moore and Mike Wolfe voting nay.

8. **ACTION ITEMS - NON-CONSENSUS**

- B. **Consider approval of Interlocal Agreement with the Harris County Sheriff's Office** for law enforcement services at the Adaptive Behavior School West Campus from 03/01/2017 through 02/28/2018 in an amount not to exceed \$67,150 (117 students served).

Motion made by Mike Wolfe, seconded by Eric Dick to approve an Interlocal Agreement with the Harris County Sheriff's Office for law enforcement services at the Adaptive Behavior School West Campus from 03/01/2017 through 02/28/2018 in an amount not to exceed \$67,150 (117 students served).

Motion passes with 5-0-2 voting to approve with George Moore and Don Sumners abstaining.

- C. **Contract award for job no. 17/014YR-2 for Lease of a Baytown Head Start Facility for HCDE to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** HDW Pruett TX, LLC for the period of 01/19/2017 through 01/18/2018 with an option to renew annually up to four (4) additional years and approval of lease agreement in the amount of \$15,951.57 per month.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a contract award for job no. 17/014YR-2 for Lease of a Baytown Head Start Facility for HCDE to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: HDW Pruett TX, LLC for the period of 01/19/2017 through 01/18/2018 with an option to renew annually up to four (4) additional years and approval of lease agreement in the amount of \$15,951.57 per month.

Motion to amend made by Mike Wolfe, seconded by Eric Dick to approve a contract award for job no. 17/014YR-2 for Lease of a Baytown Head Start Facility for HCDE to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: HDW Pruett TX, LLC changing the lease period from 01/19/2017 through

01/18/2018 to continue on a month to month basis to be in compliance with federal guidelines in the amount of \$15,951.57 per month.

Friendly amendment by Mike Wolfe and Eric Dick to approve a contract award for job no. 17/014YR-2 for Lease of a Baytown Head Start Facility for HCDE to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: HDW Pruett TX, LLC on a month to month basis until the end of the fiscal year (08/31/2017) in compliance with federal guidelines with an option to renew annually up to four (4) additional years and approval of lease agreement in the amount of \$15,951.57 per month. The administration will provide the Board with an update on this lease in 3 months.

Motion to amend passes with 7-0 voting to amend.

Motion as amended passes with 5-0-2 voting to approve, with George Moore and Mike Wolfe abstaining.

D. Consider approval of 1.0 full-time equivalent (FTE) clerical support position for the Purchasing division.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a 1.0 full-time equivalent (FTE) clerical support position for the Purchasing division.

Substitute motion made by Don Sumners, seconded by Eric Dick to pay employee out of current funds and not out of surplus.

Substitute motion passes with 6-0-1 voting to pay employee out of current funds and not out of surplus, with Eric Lee Carter abstaining.

Motion as amended passes with 7-0 voting to approve.

E. Consider approval of a expenditure contract for Safe Plans, LLC to conduct safety audits in Alief ISD on behalf of HCDE's Center for Safe and Secure Schools (40,000-plus students served) in an amount not to exceed \$56,440.

Motion made by Mike Wolfe, seconded by Eric Dick to approve an expenditure contract for Safe Plans, LLC to conduct safety audits in Alief ISD on behalf of HCDE's Center for Safe and Secure Schools (40,000-plus students served) in an amount not to exceed \$56,440.

Mike Wolfe withdraws his original motion and makes a motion to table the item, seconded by Eric Dick.

Mike Wolfe withdraws his motion to table.

Motion made by Mike Wolfe, seconded by Eric Dick to approve.

Motion to call the question made by Mike Wolfe. Mike Wolfe withdraws his motion to call the question.

Motion made by Louis Evans, seconded by Eric Dick to table the item until the next Board meeting.

Motion to table passes with 5-2 voting to table, with Diane Trautman and Erica Lee Carter voting nay.

- F. **Consider approval of Amendment #2 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 \$164,748 (increase of \$45,000).

Motion made by Diane Trautman, seconded by Louis Evans to approve Amendment #2 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 \$164,748 (increase of \$45,000).

Motion passes with 7-0 voting to approve.

- G. **Consider approval of a Services Agreement with BlazinBrook Management to provide substitute Teaching Assistants RFP # 15/027KJ** to the HCDE Area I Head Start program for 5 Substitute Teaching Assistants as outlined in the HCDE Head Start Service Agreement for a rate of \$12.00 for a maximum of eight hours daily for 84 days ($\$12.00 \times 8 \times 5 \times 84 = \$40,320$). Contract shall cover the time period of 01/20/2017 through 12/31/2017, and to HCDE Early Head Start for 1 Substitute Teaching Assistant as outlined in the contract for a rate of \$12.00 for a maximum of eight hours daily 52.50 days ($\$12.00 \times 8 \times 1 \times 52.50 = \$5,040$). Contract shall cover the time period of 01/20/2017 through 08/31/2017.

Motion made by Eric Dick, seconded by Mike Wolfe to approve a services agreement with BlazinBrook Management to provide substitute Teaching Assistants RFP # 15/027KJ to the HCDE Area I Head Start program for 5 Substitute Teaching Assistants as outlined in the HCDE Head Start Service Agreement for a rate of \$12.00 for a maximum of eight hours daily for 84 days ($\$12.00 \times 8 \times 5 \times 84 = \$40,320$). Contract shall cover the time period of 01/20/2017 through 12/31/2017, and to HCDE Early Head Start for 1 Substitute Teaching Assistant as outlined in the contract for a rate of \$12.00 for a maximum of eight hours daily 52.50 days ($\$12.00 \times 8 \times 1 \times 52.50 = \$5,040$). Contract shall cover the time period of 01/20/2017 through 08/31/2017.

Motion passes with 7-0 voting to approve.

- H. **Consider approval of Services Agreements, RFP# 15/056KJ, with Julie Smith to provide student disability consulting services to HCDE Head Start Division** for the period of 01/20/2017 through 12/31/2017 and Early Head Start for the period of 01/20/2017 through 8/31/2017 in an aggregate amount of \$56,470 (fully funded by Head Start grant).

Motion made by Eric Dick, seconded by Mike Wolfe to approve services agreements, RFP# 15/056KJ, with Julie Smith to provide student disability consulting services to HCDE Head Start Division for the period of 01/20/2017 through 12/31/2017 and Early Head Start for the period of 01/20/2017 through 8/31/2017 in an aggregate amount of \$56,470 (fully funded by Head Start grant).

Motion passes with 7-0 voting to approve.

- I. **Consider approval of RFQ 17/015KJ - Architectural Design Services, for a pool of architects to be contracted as needed by HCDE** (1) AutoArch Architects, LLC., (2) Swart Architects, Inc., (3) Cre8 Architects, (4) Natex Architects and (5) Corgan.

Motion made by Eric Dick, seconded by Louis Evans to approve RFQ 17/015KJ - Architectural Design Services, for a pool of architects to be contracted as needed by HCDE (1) AutoArch Architects, LLC., (2) Swart Architects, Inc., (3) Cre8 Architects, (4) Natex Architects and (5) Corgan.

Motion passes with 7-0 voting to approve.

- J. **Consider delegating authority to the Superintendent or his designee to select an architect from the approved pool of architects (RFQ 17/015KJ)** based on demonstrated competence and qualifications and to negotiate a contract for a fair and reasonable price (not to exceed \$40,000) for architectural services related to the HCDE recovery high school.

Motion made by Louis Evans, seconded by Erica Lee Carter to delegate authority to the Superintendent or his designee to select an architect from the approved pool of architects (RFQ 17/015KJ) based on demonstrated competence and qualifications and to negotiate a contract for a fair and reasonable price (not to exceed \$40,000) for architectural services related to the HCDE recovery high school.

Louis Evans and Erica Lee Carter withdrew their motion at the request of the administration.

This item was pulled and no action was taken on this item.

- L. **Consider changing the regular Board meeting dates** including possible revision to Policy BE (Local).

Motion made by Diane Trautman, seconded by Erica Lee Carter to continue holding the regular Board meetings on Tuesdays at 1:00 p.m. through 08/31/2017.

Motion to call the question made by Mike Wolfe, seconded by Erica Lee Carter.

Motion to call the question passes with 7-0.

Motion fails with 2-5 voting to continue holding the regular Board meetings on Tuesdays at 1:00 p.m. through 08/31/2017.

Motion made by Mike Wolfe to hold the regular Board meetings the third Thursday of the month at 1:00 p.m. There is no second to this item.

Motion made by Mike Wolfe, seconded by Don Sumners to hold the regular Board meetings on the third Wednesday at 1:00 p.m.

Friendly amendment by Mike Wolfe and Don Sumners to hold the regular Board meetings the third Tuesday of the month at 9:00 a.m. through 08/31/2017 then revisit this item at that time and make appropriate revisions to policy.

Motion passes with 7-0 voting to hold regular Board meetings the third Tuesday of the month at 9:00 a.m. through 08/31/2017 (except February, when the meeting is on the

fourth Tuesday) then revisit this item at that time to make appropriate revisions to Policy BE(Local).

The board recessed at 5:32 and reconvened at 5:41 p.m.

- M. **Consider naming HCDE's facility at 6005 Westview Drive, Houston, Texas 77055 in memory of former HISD English teacher and Cy-Fair ISD Trustee Ethel Wolfe,** as well making any needed changes to any related HCDE policy.

Motion made by Eric Dick, seconded by George Moore to name HCDE's facility at 6005 Westview Drive, Houston, Texas 77055 in memory of former HISD English teacher and Cy-Fair ISD Trustee Ethel Wolfe, as well making any needed changes to any related HCDE policy.

Motion to call the question made by Mike Wolfe, seconded by Eric Dick.

Motion passes with 5-2 voting to call the question, with Diane Trautman and Erica Lee Carter voting nay.

Friendly amendment made by Eric Dick and George Moore to name HCDE's facility at 6005 Westview Drive, Houston, Texas 77055 in memory of former HISD English teacher and Cy-Fair ISD Trustee Ethel Wolfe, as well as waiving HCDE Policy CW(Local) passes with 4-3 voting to name the facility and waive Policy CW(Local).

Amended motion passes with 4-3 voting to name HCDE's facility at 6005 Westview Drive, Houston, Texas 77055 in memory of former HISD English teacher and Cy-Fair ISD Trustee Ethel Wolfe, as well as waiving HCDE Policy CW(Local), with Erica Lee Carter, Don Sumners and Diane Trautman voting nay.

- N. **Considering creating a board services division that reports directly to the Board of Trustees** and operates at the direction of the Board of Trustees.

Motion made by Eric Dick, seconded by Don Sumners to approve the creation of a Board services division that reports directly to the Board of Trustees and operates at the direction of the Board of Trustees.

Motion made by Mike Wolfe to call the question, seconded by Don Sumners.

Motion to call the question fails with 2-5 voting to call the question, with Erica Lee Carter, George Moore, Diane Trautman, Louis Evans and Eric Dick voting nay on calling the question.

Motion to table the item made by Erica Lee Carter, seconded by Diane Trautman.

Motion to table passes with 4-3 voting to table the item, with Eric Dick, Don Sumners and Mike Wolfe voting nay until the Board can obtain further information from the Board.

- O. **Consider holding a forum within in 90 days for the creation of a Home School Division** held in conjunction and coordinated with the Texas Home School Division.

Motion made by Eric Dick, seconded by George Moore to withdraw this item.

Motion to withdraw passes with 5-0-2 voting to withdraw, with Diane Trautman and Erica Lee Carter abstaining.

- P. **Consider holding a forum within 90 days for the creation of a School Choice Division held in conjunction and coordinated with the appropriate entitie(s).**

Motion made by Eric Dick, seconded by Mike Wolfe to hold a forum within 90 days for the creation of a School Choice Division held in conjunction and coordinated with the appropriate entitie(s).

Eric Dick and Mike Wolfe agreed to withdraw their motion. No action was taken on this item.

- Q. **Consider creating a Committee for the Public Interest that is comprised of 7 members.** Each HCDE Trustee is allowed to appoint 1 member to this committee. This committee will operate at the direction of the HCDE Board of Trustees.

Motion made by Mike Wolfe, seconded by Erica Lee Carter to create a Committee for the Public Interest that is comprised of 7 members. Each HCDE Trustee is allowed to appoint 1 member to this committee. This committee will operate at the direction of the HCDE Board of Trustees.

Mike Wolfe and Erica Lee Carter agreed to withdraw their motion. No action was taken on this item.

- R. **Consider a Board directive that any employee or trustee of HCDE in an appearance before a legislative committee or conversation with a legislator make it clear the employee or trustee is speaking only as an individual because the HCDE Board has not been asked to, nor has it taken a position on any legislative matter.** This directive would in particular apply to an individual opinion as to whether HCDE should be abolished or continue. In addition, the directive would specify that HCDE would not pay or reimburse for any expenses of employees or trustees in this regard. The directive would also apply to any political consultant or lobbyist employed by HCDE.

Motion made by Mike Wolfe, seconded by Don Sumners to approve a Board directive that any employee or trustee of HCDE in an appearance before a legislative committee or conversation with a legislator make it clear the employee or trustee is speaking only as an individual because the HCDE Board has not been asked to, nor has it taken a position on any legislative matter. This directive would in particular apply to an individual opinion as to whether HCDE should be abolished or continue. In addition, the directive would specify that HCDE would not pay or reimburse for any expenses of employees or trustees in this regard. The directive would also apply to any political consultant or lobbyist employed by HCDE.

Motion made by Erica Lee Carter, seconded by Diane Trautman to divide and consider each position—employee, trustee, political consultant and lobbyist separately.

Motion to divide fails with 3-4 voting to divide and consider each position—employee, trustee, political consultant and lobbyist separately, with Eric Dick, George Moore, Don Sumners and Mike Wolfe voting not to divide.

Motion to amend made by Eric Dick, seconded by Mike Wolfe to state that unless this Board has formally taken a position on a legislative matter or an individual has received a legislative subpoena, HCDE employees and trustees will only give their personal opinions in their individual capacity when communicating to the legislature or a legislative committee. Unless approved by this Board HCDE will not pay for or reimburse any expense when its primary purpose is for legislative matters, incurred by anyone including HCDE employees, trustees, political consultants or lobbyists.

Motion made by Diane Trautman, seconded by Erica Lee Carter to refer this item to the policy committee contingent on the assignment of new members to the policy committee.

Motion fails with 3-4 voting to refer this item to the policy committee with Eric Dick, George Moore, Don Sumners and Mike Wolfe voting nay.

Mike Wolfe calls the question. There is no second.

Motion made by Louis Evans, seconded by Erica Lee Carter to call the question.

Motion to call the question passes with 6-1 with George Moore voting nay.

Motion to amend passes with 4-3 voting to amend the motion to state that unless this Board has formally taken a position on a legislative matter or an individual has received a legislative subpoena, HCDE employees and trustees will only give their personal opinions in their individual capacity when communicating to the legislature or a legislative committee. Unless approved by this Board HCDE will not pay for or reimburse any expense when its primary purpose is for legislative matters, incurred by anyone including HCDE employees, trustees, political consultants or lobbyists, with Diane Trautman, Erica Lee Carter and Don Sumners voting nay.

Motion as amended fails with 3-4 voting to approve, with Erica Lee Carter, Louis Evans, Don Sumners and Diane Trautman voting nay.

Motion to approve the original motion made by Mike Wolfe, seconded by Eric Dick to approve a Board directive that any employee or trustee of HCDE in an appearance before a legislative committee or conversation with a legislator make it clear the employee or trustee is speaking only as an individual because the HCDE Board has not been asked to, nor has it taken a position on any legislative matter. This directive would in particular apply to an individual opinion as to whether HCDE should be abolished or continue. In addition, the directive would specify that HCDE would not pay or reimburse for any expenses of employees or trustees in this regard. The directive would also apply to any political consultant or lobbyist employed by HCDE.

Friendly amendment to amend motion made by Mike Wolfe, seconded by Eric Dick to approve a Board directive that any employee other than the superintendent or trustee of HCDE in an appearance before a legislative committee or conversation with a legislator make it clear the employee or trustee is speaking only as an individual because the HCDE Board has not been asked to, nor has it taken a position on any legislative matter. This directive would in particular apply to an individual opinion as to whether HCDE should be abolished or continue. In addition, the directive would specify that HCDE would not pay or reimburse for any expenses of employees or trustees in

this regard. The directive would also apply to any political consultant or lobbyist employed by HCDE. The superintendent should make it clear that he represents the Administration and does not represent the opinion of the Board and that the Board has not taken any position on the matter.

Motion to call the question made by Mike Wolfe, seconded by Eric Dick.

Motion to call the question passes with 7-0 voting to call the question.

Motion as amended passes with 5-2 voting to approve, with Diane Trautman and Erica Lee Carter voting nay on a Board directive that any employee other than the superintendent or trustee of HCDE in an appearance before a legislative committee or conversation with a legislator make it clear the employee or trustee is speaking only as an individual because the HCDE Board has not been asked to, nor has it taken a position on any legislative matter. This directive would in particular apply to an individual opinion as to whether HCDE should be abolished or continue. In addition, the directive would specify that HCDE would not pay or reimburse for any expenses of employees or trustees in this regard. The directive would also apply to any political consultant or lobbyist employed by HCDE. The superintendent should make it clear that he represents the Administration and does not represent the opinion of the Board and that the Board has not taken any position on the matter.

S. Consider terminating the contracts of the bond counsel and the bond underwriter.

Motion to table this item made by Erica Lee Carter, seconded by Diane Trautman.

Erica Lee Carter and Diane Trautman withdraw their motion. No motion is taken on this item.

T. Consider the designation of a new representative to the Harris County Education Foundation.

Motion made by Don Sumners, seconded by Eric Dick to designate Mike Wolfe as the new representative of the Harris County Education Foundation.

Motion passes with 5-1-1 voting to designate Mike Wolfe as the new representative of the Harris County Education Foundation, with Diane Trautman voting nay and Erica Lee Carter abstaining.

U. Consider creating a new travel, meeting and other related expenditures policy for the Superintendent, other senior administrative staff, and trustees. It is anticipated that the policy would restrict payment or reimbursement out of county travel without prior Board approval. The policy would also specify that in no circumstance would HCDE be authorized to pay for expenses of any person not an employee or trustee without prior Board approval.

Motion made by Mike Wolfe, seconded by Don Sumners to approve creating a new travel, meeting and other related expenditures policy for the Superintendent, other senior administrative staff, and trustees. It is anticipated that the policy would restrict payment or reimbursement out of county travel without prior Board approval. The policy

would also specify that in no circumstance would HCDE be authorized to pay for expenses of any person not an employee or trustee without prior Board approval.

Motion to table and refer this item to the policy committee made by Erica Lee Carter, seconded by Diane Trautman.

Erica Lee Carter exited the meeting at 7:03 p.m. and returned at 7:05 p.m.

Motion made to table and refer to policy committee fails with 3-4 voting to table the item and refer it to the policy committee, with George Moore, Eric Dick Don Sumners and Mike Wolfe voting nay.

Louis Evans exited the meeting at 7:13 p.m. and returned at 7:14 p.m.

Friendly amendment by Don Sumners and Mike Wolfe to approve revision of travel, meeting and other related expenditures policies for any person not an employee or trustee of the department to prohibit payment or reimbursement of out of county travel without prior Board approval and except when contractually obligated.

Original motion as amended passes with 5-2 voting to approve, with Erica Lee Carter and Diane Trautman voting nay.

- V. **Consider requiring prior Board approval of any budget amendment affecting surplus and any other budget amendment making transfers between categories in excess of \$5,000.**

Motion made by Mike Wolfe, seconded by Don Sumners to require prior Board approval of any budget amendment affecting surplus and any other budget amendment making transfers between categories in excess of \$5,000.

The Board recessed at 7:38 p.m. and reconvened at 7:48 p.m.

Friendly amendment by Mike Wolfe and Don Sumners to require prior Board approval of any budget amendment affecting surplus and any other budget amendment making transfers between categories in excess of \$15,000.

Motion made by Diane Trautman, seconded by Erica Lee Carter to table the item and refer to the policy committee.

Don Sumners and Mike Wolfe withdrew this item from the agenda, and no action is taken.

- W. **Consider hiring Christopher Carmona as the HCDE's board attorney and general counsel of HCDE.** Rogers, Morris, & Grover, L.L.P. will be treated as "of counsel" and will be utilized at Chris Carmona's discretion.

Motion made by Eric Dick, seconded by Erica Lee Carter to hire Christopher Carmona as the HCDE's board attorney and general counsel of HCDE. Rogers, Morris, & Grover, L.L.P. will be treated as "of counsel" and will be utilized at Chris Carmona's discretion.

The Board entered into Executive Session at 7:55 p.m. and reconvened at 8:50 p.m.

Friendly amendment by Eric Dick, seconded by Erica Lee Carter to motion to seek applications for Board attorney and general counsel of HCDE and issue an RFQ.

Motion passes with 7-0 voting to approve.

9. **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:**
Assistant Principal, Academic and Behavior School East
Teacher, Academic and Behavior School East
Resignation:
Principal, Highpoint North
 - B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
10. **RECONVENE** for possible action on items discussed in executive session
 - A. **Employment:**
Assistant Principal, Academic and Behavior School East
Teacher, Academic and Behavior School East
Motion made by Eric Dick, seconded by Diane Trautman to approve employment as discussed in Executive Session.
Motion passes with 7-0 voting to approve.
Resignation:
Principal, Highpoint North
11. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **Employee Count**
 - C. **Memorandum of Understanding Contracts (non-monetary) for FY 2017 Between Adult Education and the Houston Food Bank to distribute food items**
 - D. **HCDE Area I Head Start Performance Report** for the month of November 2016
 - E. **HCDE Area I Head Start USDA Meal Totals for the month of November 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. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$18,250):**
 - Between Teaching Learning Center and Lamar CISD - "Using Manipulatives to engage students in mathematics" (Presented by Nicole Shanahan) for the period 02/20/2017 - 2/20/2017 for a revenue amount of \$4,400.
 - Between Teaching Learning Center and Waller ISD - "Training for 5E Model" for the period of 10/26/2016 - 10/26/2016 for a revenue amount of \$500.

- Between Teaching Learning Center and Fort Bend ISD - "Grade 5 Science STAAR Training" for the period of 10/19/2016 - 03/30/2017 for a revenue amount of \$2,100.
- Between Teaching Learning Center and Sheldon ISD - "Training on What Rigor Means and How to Achieve It" (Presented by Kelly Tummy) for the period of 11/4/2016 - 11/4/2016 for a revenue amount of \$750.
- Between The Center for Safe and Secure Schools and La Porte ISD - "Restorative Justice training for administration" for the period of 08/03/2016 - 11/16/2016 for a revenue amount of \$8,500.
- 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 10/10/2016 - 11/30/2016 for a revenue amount of \$2,000

G. 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

H. **Non-monetary MOU contract for FY 2017**

- Between Records Management and Data Shredding Services of Texas for document shredding services for HCDE for the period of 12/1/2016-11/30/2017
 - Between Teaching Learning Center and Texas Alliance for Geographic Education for a presentation by Jeffrey Lash for the period of 12/1/2016-12/1/2016
 - Between Teaching Learning Center and Texas Council on Economic Education for a Training Workshop for the period of 11/29/2016-12/9/2016
- I. **Submission of grant proposal to The Fant Foundation in the amount of \$10,000 to support Teaching and Learning Center-Science's Weather Apps to Teach Environmental Resilience (WATER) Project**, which focuses on Geographic Information Systems. Project plans to serve 150 students.
- J. **Submission of a \$2,000 grant proposal request to the Whole Kids Foundation to support Academic and Behavior School East's Garden Program.** The program plans to serve 75 students in grades 6-12.
- K. **Submission of a \$2,500 grant proposal request to the Walmart Foundation to support Academic and Behavior School East's Garden Program.** The program plans to serve 75 students in grades 6-12.
- L. **Submission of a \$3,000 Grant for Gardens request to Annie's to support Academic and Behavior School East's Garden Program.** The program plans to serve 75 students in grades 6-12.
- M. **Submission of a grant proposal request of \$5,000 to Pizza Hut BOOK IT! Program to support Academic and Behavior School-East's Reading Initiative to Excel (RITE) program.**
- N. **Schools Division Enrollment Report** for December 2016
12. **ADJOURN** - Next regular meeting is scheduled for Tuesday, February 28, 2017, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 9:00 a.m.

Motion made by Diane Trautman, seconded by Louis Evans to adjourn the meeting.

Motion passes with 7-0 voting to adjourn.

The meeting adjourned at 8:55 p.m.