

**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 2017 at 1:00 p.m.** 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*

1. **Invocation** - Pam Shaw, School-Based Therapy Services
2. **Pledge of Allegiance to the US flag** - Denice Tucker, School-Based Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Denice Tucker, 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 Division** - Carie Crabb, Senior Director
  - C. **Presentation of the results of the Fiscal Year 2017 Risk Awareness/Assessment** - Jesus Amezcua, Assistant Superintendent for Business Services
  - D. **Report of the Board Feasibility Subcommittee** - Don Sumners
  - 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.
  - F. **Monthly Financial Reports through 09/30/2017** - Jesus Amezcua, Assistant Superintendent for Business Services
6. **ACTION ITEMS - CONSENSUS**
  - A. **Consider approval of the following Business Services items:**
    1. Monthly Budget Amendment Report
    2. September Disbursement Report
    3. Monthly Investment Report for September 2017
  - B. **Consider approval of the following Board Meeting Minutes:**
    1. 09/20/2017 Board Meeting
    2. 09/20/2017 Budget Committee Meeting
  - C. **Consider ratification/approval of the following Interlocal Contracts:**
    1. **Continuation of the contract between Harris County Department of Education and the Houston Galveston Area Council** for the provision of adult education and literacy services in Harris and Liberty counties for the period of 10/01/2017 through 06/30/2018 in the amount of \$4,200,000.
    2. **CASE for Kids for 21st Century Community Learning Center(s) grants for Cycle 8B, Year 5 for FY 2018 in the aggregate amount of \$767,063 with the following entities:** Alief ISD in the amount of \$391,058 (250 students served); Pasadena ISD in the amount of \$186,521 (125 students served); and Pearland ISD in the amount of \$189,484 (125 students served).
    3. **CASE for Kids 21st Century Community Learning Center(s) grants for Cycle 9, Year 2 for FY 2018 in the aggregate amount of \$457,800 with the following entities:** Aldine ISD in the amount of \$305,200 (164 students served); and Pasadena ISD in the amount of \$152,600 (82 students served).
    4. **CASE for Kids Partnership Project for FY 2018 in the aggregate amount of \$252,787 with the following entities:** Aldine ISD in the amount of \$82,787 (230 students served); Alief ISD in the amount of \$60,000 (70 students served); Pasadena ISD in the amount of \$60,000 (85 students served); and Sheldon ISD in the amount of \$50,000 (105 students served).

- D. **Service Agreement with the Boys & Girls Clubs of Greater Houston** in the amount of \$70,000 to implement the CASE for Kids Partnership Project grant at three clubs (225 students served) for the period of 09/01/2017 through 08/31/2018. Approval of this service agreement will retain level funding with HCDE funds for the Boys & Girls Clubs of Greater Houston but with an increase of students served from 2016-2017.
- E. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract award for job no. 17/049KD for Financial and Operations Analysis, Evaluation and Reporting Software** to the vendor offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: OpenGov, Inc. for the period 10/18/2017 through 10/17/2018.
  2. **Contract award for job no. 17/038CG for IDIQ/JOC Minor Construction, Maintenance, Repair, Alteration, Renovations & Remediation Services Roofing, Building Envelope and Waterproofing** to the vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: Advantage USAA, Inc.; American Contracting USA, Inc.; Brazos Industries, LLC; CR Systems, Inc.; CS Advantage USSA, Inc.; D7 Roofing & Metal, LLC; Duro-Last, Inc. d/b/a Duro-Last Roofing, Inc.; Fusion Trading, LLC d/b/a Hi-Mark Roofing & Waterproofing; Jaco Roofing & Construction, Inc.; John A. Walker Roofing Co., Inc.; LD Tebben Company, Inc.; Sea-Breeze Roofing, Inc.; Tecta America Corp; The Sithe Group, LLC d/b/a TSG Industries; Texas Liqua Tech Services, Inc. d/b/a Liqua Tech and Weatherproofing Services for the period 09/20/2017 through 09/19/2019.
  3. **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 12/16/2017 through 12/15/2018.
  4. **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.; Carnegie Learning, Inc.; DLB Books, Inc.; DynaStudy, Inc.; Eric Armin, Inc., d/b/a EAI Education a division of Eric Armin, Inc.; Frog Street Press, Inc.; Imagination Station, Inc. d/b/a Istation; Lab Resources, Inc.; Lakeshore Equipment Company d/b/a Lakeshore Learning Materials; Lectorum Publications, Inc.; Mentoring Minds, L. P.; Northwest Evaluation Association (NWEA); Pitsco, Inc. d/b/a Pitsco Education; Saddleback Educational Publishing, Inc.; Scholastic, Inc.; Scholastic Library Publishing, Inc. and Teacher Heaven, Inc. for the period 11/19/2017 through 11/18/2018.
  5. **Contract renewal option for job no. 15/047CG for Road Products, (Signage, Chemicals, Gravel, and Concrete) Equipment, and Related Items with the following vendor:** Southwest Geo-Solutions, Inc. d/b/a Geo-Solutions, Inc. the period 11/17/2017 through 11/16/2018.
  6. **Contract renewal option for job no. 16/059KH for Student Information System with the following vendor:** Tyler Technologies, Inc. for the period 10/18/2017 through 10/17/2018.
  7. **Contract Amendment to CP Contract # 13/012PB "HVAC Equipment and Service (JOC-IDIQ)" with Gowan, Inc.**
  8. **HCDE Interlocal Agreements with:** Corpus Christi Housing Authority, Corpus Christi, Texas; East Fort Worth Montessori Academy, Fort Worth, Texas; Faith Lutheran Church of Georgetown, Georgetown, Texas and Texarkana Independent School District, Texarkana, Texas
- F. Consider approval of the following items for Internal Purchasing:
1. **Contract renewal option for job no. 16/048YR Business and Facilities Consulting Services for Harris County Department of Education with:** Dana Lee, Indatatech, Rice & Gardner Consultants, Inc, RM Lanier Enterprise, LLC, and Safeplans, LLC for the period of 11/15/2017 through 11/14/2018.  
**Business and Related:** Dana Lee, Indatatech  
**Facilities:** Rice and Gardner Consultants, Inc, RM Lanier Enterprise, LLC  
**Safe and Secure Schools:** SafePlans, LLC
  2. **Contract renewal option for job no. 17/016BM RFQ for Engineering Services for Harris County Department of Education with:** Gradient Group, LLC; Matrix Structural Engineers; and Rice & Gardner for the period of 11/15/2017 through 11/14/2018.
  3. **Contract award for job no. 17/051YR for CASE for Kids After School and Summer Direct Service Providers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** A.I. R. Project; AHA Education, LLC; ALAR Institute, Inc.; Baked with Confidence; Braids N Beads; Chase in Dreams Speech and Drama Academy; Building Brains, Inc.; Driver's Point Driving School; For the Children Consulting; Go-Strategic Management Services; Houston Urban Debate League; and Science of Sport for the period of 10/18/2017 through 10/17/2018.

4. **Contract award for job no. 17/041KJ General Consultant Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Indatech, Teach-2-Learn, Penelton Consulting Services, LLC., Quasar Data Center, Rockit Consulting, Lone Star Security Shield, Inc., Stellar Energy Solution, SSCI Environmental, FaceLift Graphics, Monica Lewis School of Etiquette, Alliance Financial Ministries, Booker Dezigns, Lan Nguyen, For the Children Consulting, International Write Now, Inc., Blazinbrook, Creatively Inspired Communications, Randy Ward, Lifetime Consulting Services, Educational Leadership Consultant, Dr. Mary E. White International, LLC., Teachstone Training, LLC., Lectura Books, 3W Consulting Group, LLC., National Science Teachers Association, AGL, Stanford Educational Consultants, Leading School Learning, Robert Jackson, and Kamico Instructional Media, the period of 10/18/2017 through 10/17/2022 subject to annual appropriations of funding.

**Business and Related:** Indatech, Teach-2-Learn, Penelton Consulting Services, LLC

**Technology and Related:** Quasar Data Center, Rockit Consulting, Lone Star Security Shield, Inc.,

**Facilities:** Stellar Energy Solution, SSCI Environmental

**Communications and Related:** FaceLift Graphics

**CASE and Related:** Monica Lewis School of Etiquette, Alliance Financial Ministries, Booker Dezigns, Lan Nguyen, For the Children Consulting, International Write Now, Inc

**Head Start and Related:** Blazinbrook, Creatively Inspired Communications,

**Choice Partners:** Randy Ward

**Teaching Learning Center and Related:** Lifetime Consulting Services, Educational Leadership Consultant, Dr. Mary E. White International, LLC., Teachstone Training, LLC., Lectura Books, 3W Consulting Group, LLC., National Science Teachers Association, AGL, Stanford Educational Consultants, Leading School Learning, Robert Jackson, and Kamico Instructional Media

- G. Consider approval of the following Revenue Agreements:

1. **Certification Contribution Agreement (Revenue Agreement) between the HCDE CASE for Kids Division and the Gulf Coast Workforce Board** for the period of 10/01/2017 through 09/30/2018. 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.
2. **Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$365,400 with Academic and Behavior School East with the following district: Pasadena ISD** for eighteen (18) in-county annual contracts in the amount of \$365,400 (\$20,300 each) for the contract period of 08/28/2017 through 06/06/2018.

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

- A. **Consider approval of job order contracting project delivery method and approval of Job Order Contract with Facilities Sources (16/054-JN-04)** to renovate the kitchen at the Head Start Tidwell location in the amount of \$126,659.15 (fully funded by the Head Start Grant).
  - B. **Consider approval of Service Agreement, with Julie Smith (RFP #15/056KJ) to provide disability consulting services to HCDE Head Start Division-** Early Head Start, EHS Child Care Partnerships and Head Start for the period of 01/01/2018 through 12/31/2018 in the aggregate amount of \$60,500 (\$45,500 for Head Start and \$15,000 for Early Head Start) (fully funded by Head Start funds).
  - C. **Consider approval of Services Agreement with ChildCare Careers, LLC (RFP 13/040KJ) to provide substitute Teachers and Teaching Assistants to the HCDE Early Head Start, Child Care Partnerships and Head Start program** for the period of 01/01/2018 through 12/31/2018 in an amount not to exceed \$58,000.
  - D. **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 04/23/2017 through 12/31/2017 in an amount not exceed \$78,080 (increase of \$20,000).
  - E. **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 11/01/2017 through 12/31/2018 (paid from Head Start funds).
8. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074

A. **Employment:**

Curriculum Director of Special Population, Teaching and Learning Center  
Teacher, Highpoint East

- B. 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:**  
Curriculum Director of Special Population, Teaching and Learning Center  
Teacher, Highpoint East

10. **INFORMATION ITEMS**

A. **Human Resources Information Items**

B. **September 2017 Employee Count**

C. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$3,900)**

- Between Teaching Learning Center and Texas Chemical Council - for Science Teachers & Industry for the period of 7/17/2017 - 7/20/2017 for a revenue amount of \$3,300
- Between Teaching Learning Center and Texas School Administrators Legal Digest - for Legal Digest for the period of 6/9/2017 - 6/9/2017 for a revenue amount of \$600

D. **Non-monetary contracts for FY 2018**

- Between Adult Education and West Houston Assistance Ministries for Adult Education classes.
- Between Adult Education and Trinity Episcopal Church for Adult Education classes.
- Between Adult Education and North Pasadena Community Outreach for Adult Education classes.
- Between Adult Education and Memorial Assistance Ministries for Adult Education classes.
- Between Adult Education and Highlands United Methodist Church for Adult Education classes.
- Between Adult Education and First United Methodist Church for Adult Education classes.
- Between CASE and Massachusetts Institute of Technology for the Lemelson-MIT JV Inven Team Project.

E. **Adult Education Interlocal Non-monetary contract with Klein ISD** for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period of 07/01/2017 through 06/30/2018.

F. **Submission of donation request to H-E-B to support The Teaching and Learning Center's 32nd Annual R.T. Garcia Early Childhood Winter Conference** scheduled for Saturday, January 27, 2018 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.

G. **The CASE for Kids Division awards the following school districts**, charter schools and not-for-profits for delivery of Partnership Project comprehensive afterschool programs for the 2017-2018 school year.

<b>Awarded Organization</b>	<b>Site</b>	<b>Award Amount</b>
<b>Academy of Accelerated Learning</b>	Academy of Accelerated Learning	\$30,000
<b>Aldine ISD</b>	Goodman Elementary	\$30,000
<b>Aldine ISD</b>	Raymond Academy	\$22,787
<b>Aldine ISD</b>	Stehlik Intermediate	\$30,000
<b>Alief ISD</b>	Kennedy Elementary	\$30,000
<b>Alief ISD</b>	Miller Intermediate	\$30,000
<b>Boys &amp; Girls Clubs of Greater Houston</b>	Havard Boys & Girls Club	\$30,000
<b>Boys &amp; Girls Clubs of Greater Houston</b>	Morefield Boys & Girls Club	\$10,000
<b>Boys &amp; Girls Clubs of Greater Houston</b>	Stafford Boys & Girls Club	\$30,000
<b>Houston ISD</b>	Benbrook Elementary	\$30,000
<b>Houston ISD</b>	Briscoe Elementary	\$25,000
<b>Houston ISD</b>	Field Elementary	\$10,000
<b>Houston ISD</b>	Park Place Elementary	\$30,000
<b>Houston ISD</b>	Port Houston Elementary	\$10,000
<b>Houston ISD</b>	Seguin Elementary	\$10,000
<b>Houston ISD</b>	Whidby Elementary	\$30,000
<b>Houston ISD</b>	Whittier Elementary	\$15,000
<b>Pasadena ISD</b>	Frazier Elementary	\$30,000
<b>Pasadena ISD</b>	Teague Elementary	\$30,000
<b>Precinct2gether Inc.</b>	YET II	\$15,000
<b>Sheldon ISD</b>	Carroll Elementary	\$20,000
<b>Sheldon ISD</b>	Monahan Elementary	\$15,000
<b>Sheldon ISD</b>	Sheldon Elementary	\$15,000

- H. **Interlocal (revenue) contract for School Based Therapy Services** in the aggregate amount of \$50,250, with Angleton ISD in the amount of \$28,875 (new contract) and Stafford MSD (33 students served in 2016-2017) in the amount of \$21,375.
- I. **Interlocal (revenue) contract with Alief Independent School District for HCDE Teaching and Learning Center** to provide English Language Arts professional development services for the period of 10/04/2017 through 11/01/2017 in the amount of \$10,000.
- J. A school district that enters into a purchasing contract valued at \$25,000 or more under Education Code 44.031(a) (5) (interlocal contract), under Local Government Code Chapter 271, Subchapter F (cooperative purchasing program), or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract.

The amount, purpose, and disposition of any fee described above must be presented in a written report and submitted annually in an open meeting of the board. The written report must appear as an agenda item.

HCDE paid fees to the Cooperative purchasing programs listed below; the cooperative, the fees, and the purpose and disposition of the fees are listed below.

**Texas Comptroller of Public Accounts (TPASS) \$100.00 Annual Membership Fee**  
**Texas Association of School Boards (BuyBoard) \$400.00 Vehicle Purchase fee (1)**

This is a presentation only, no action is necessary.

1. Caldwell Country Chevrolet Five (5) Chevrolet vans purchased

- K. **Schools Division Enrollment Report for September 2017**
- L. **September 2017 HCDE Donation/Sponsorship Report**
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 29, 2017, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.  
County School Superintendent