

**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 August 2018 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



The Board of Trustees
August 15, 2018
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held August 15, 2018, beginning at 1:00 p.m. 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** - Victor Keys, Principal Academic and Behavior School West
2. **Pledge of Allegiance to the US flag** - Marion Cooksey, Principal Highpoint East
3. **Pledge of Allegiance to the Texas flag** - Marion Cooksey, Principal Highpoint East
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. **Superintendent Monthly Report** - James Colbert, Jr.
 - B. **Annual update on the HCDE Schools Division** - Anthony Mays, Senior Director
 - C. **Report of the Board Feasibility Subcommittee** - Don Sumners
 - D. **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.
 - E. **Monthly Financial Reports through 07/31/2018** - 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. **Monthly Disbursement Report**
3. **Monthly Investment Report for July 2018**

B. **Consider approval of the following Board Meeting Minutes:**

1. 07-18-2018 Budget Committee Meeting
2. 07-18-2018 Special Board Meeting
3. 07-18-2018 Board Meeting

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

1. **Out of County (renewal) contract with Fort Bend County for Records Management Services** beginning September 2018 in the amount of \$3,675 annual membership, plus optional services.
2. **Interlocal (revenue) contract for School-Based Therapy Services for FY 2019 in the aggregate amount of \$2,034,550** with Katy ISD (1,916 students served in FY 2017).
3. **CASE for Kids (revenue agreement) with the City of Houston for the period of 09/01/2018 through 06/30/2019** in the amount up to \$770,000 for CASE for Kids to provide after-school programs and/or out-of-school activities and projects.
4. **Addendum #1 to Interlocal (revenue) contract between Academic and Behavior School West and Fort Bend ISD** to increase the aggregate amount of additional units (monthly) from \$30,000 to \$40,000, (an increase of \$10,000) of out of county for FY 2018.
5. **Addendum #2 to Interlocal (revenue) contract between Academic and Behavior School East and Goose Creek Consolidated ISD** to increase the amount from \$254,000 to \$259,200 (an increase by \$5,200) for one (1) additional units for FY 2018 Extended School Year Services (ESY) Summer School (in-county \$5,200 each).
6. **Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$101,500 for Academic and Behavior School West with the following district: Katy ISD** for five (5) in-county annual contracts in the amount of \$101,500 (\$20,300 each) for the contract period of 08/27/2018 through 06/06/2019.
7. **Interlocal (revenue) contracts for FY 2019 in the aggregate amount of \$316,800 with Highpoint School East with the following districts:** Spring Branch ISD for eight (8) in-county annual contracts in the amount of \$79,200 (in-county \$9,900 each); Humble ISD for sixteen (16) in-county annual contracts in the amount of \$158,400 (in-county \$9,900 each); La Porte ISD for eight (8) in-county annual contracts in the amount of \$79,200 (in-county \$9,900) for the contract period of 08/27/2018 through 06/06/2019.

8. **Consider approval of Revenue Agreement with the Education Foundation of Harris County with Harris County Department of Education for CASE for Kids** for Year 2 from 08/31/2018 to 08/31/2019 in the amount of \$100,000 to implement the Afterschool Strategic Investment (ASI) program consistent with the grant award approved for a three year period effective 07/17/2017 and ending 08/31/2020. The source of this grant funding is Houston Endowment Inc.
 9. **Consider approval of Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$730,800 with Academic and Behavior School East with the following districts:** Goose Creek Consolidated ISD for twelve (12) in-county annual contracts in the amount of \$243,600 (\$20,300 each); Clear Creek ISD for fourteen (14) in-county annual contracts in the amount of \$284,200 (\$20,300 each); La Porte ISD for ten (10) in-county annual contracts in the amount of \$203,000 (\$20,300 each) for the contract period of 08/27/2018 through 06/06/2019.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 14/026CG for Pest Control and Pool Services with the following vendor:** Copesan Services, Inc. d/b/a Holder's Pest Solutions (#14/026CG-01) for the period 09/16/2018 through 09/15/2019.
 2. **Contract renewal option for job no. 14/029JN for Disaster Mitigation Services with the following vendors:** Blackmon Mooring Services Ltd (#14/029JN-01); Dura Pier Facilities Services, Ltd dba Facilities Sources (#14/029JN-02); Mooring Recovery Services, Inc. (#14/029JN-04); Power Vac America, Inc. (#14/029JN-06), and Texas General Contractors, Inc. (#14/029JN-10) for the period 09/16/2018 through 09/15/2019.
 3. **Contract renewal option for job no. 14/034MP for Vocational Products and Services with the following vendors:** ASI Associates, Inc. dba Arbor Scientific (#14/034MP-01); The Burmax Company, Inc. (#14/034MP-02); Cengage Learning, Inc. (#14/034MP-03); Henry Schein Inc. (#14/034MP-07); Southeast Texas Horizons, LLC dba New Horizons CLC of Houston (#14/034MP-10); Penn State Industries, Inc. (#14/034MP-12); Teaching Systems, Inc. (#14/034MP-13); Technical Laboratory Systems, Inc. (#14/034MP-14). and Texas Pride Marketing (#14/034MP-15) for the period 09/16/2018 through 09/15/2019.
 4. **Contract renewal option for job no. 15/044MP for Web Design Services with the following vendor:** Webrevelation, Inc. (#15/044MP-05) for the period 09/15/2018 through 09/14/2019.
 5. **Contract renewal option for job no. 15/048CG for Art and Artwork Advisory Services with the following vendor:** Art + Artisans Consulting, Inc. (#15/048CG-01) for the period 09/15/2018 through 09/14/2019.
 6. **Contract renewal option for job no. 15/049JN for Trenchless Technology Rehabilitation and Related Items and Services with the following vendor:** SAK Construction, LLC (#15/049JN-02) for the period 09/15/2018 through 09/14/2019.
 7. **Contract renewal option for job no. 15/052KC for Scientific Equipment and Related Items with the following vendors:** Carolina Biological Supply Company (#15/052KC-01); Educator's Depot Inc. (#15/052KC-02); Flinn Scientific Inc. (#15/052KC-03); School Specialty, Inc. dba Frey Scientific, LLC (#15/052KC-04); NAO Global Health, LLC (#15/052KC-07); Pitsco Inc. dba Pitsco Education (#15/052KC-08), and Carol Espensen dba Southern Science Supply, LLC (#15/052KC-09) for the period 09/15/2018 through 09/14/2019.

8. **Contract renewal option for job no. 16/015CG for Chemicals, Supplies and Related Services with the following vendor:** NAO Global Health, LLC (#16/015-04), LLC for the period 09/20/2018 through 09/19/2019.
 9. **Contract renewal option for job no. 16/037CG for IDIQ Lighting Supplies, Services and Installation with the following vendors:** Lee Construction and Maintenance Company dba LMC Corporation (#16/037CG-03); Spark Lighting, LLC (#16/037CG-05), and XtraLight Manufacturing dba Utility Metering Solutions (#16/037CG-06) for the period 09/20/2018 through 09/19/2019.
 10. **Contract renewal option for job no. 16/058KH for Web-Based Electronic Bidding System with the following vendor:** Ion Wave Technologies, Inc. (#16/058KH-03) for the period 09/20/2018 through 09/19/2019.
 11. **Contract renewal option for job no. 17/045KC for Temporary Personnel Services with the following vendors:** 22nd Century Technologies, Inc. (#17/045KC-01); A-1 Personnel of Houston, Inc. (#17/045KC-02); ExecuTeam Staffing, LP (#17/045KC-03); LaneStaffing, Inc. (#17/045KC-04); ObjectWin Technology, Inc. (#17/045KC-05); Silver & Associates Consulting, Inc. (#17/045KC-07); Staffmark Investment, LLC d/b/a Staffmark (#17/045KC-08); Superior Talent Resources, Inc. (17/045KC-09); Atterro, Inc. (#17/045KH-10); Tempower, LLC (#17/045KC-11); The Spearhead Group, Inc. (#17/045KC-12), and vTech Solutions, Inc. (#17/045KC-13) for the period 09/20/2018 through 09/19/2019.
 12. **Contract award for job no. 18/061JN for JOC-IDIQ Services for Modular Buildings and Related Items for the following vendors:** Aries Building Systems, LLC (#18/061JN-01); Dura Pier Facilities Services, LTD dba Facilities Sources (#18/061JN-02); GroundForce Building Systems, LLC (#18/061JN-03), and JR Thomas Group, Inc. fka The Thomas Group (#18/061JN-04) for the period 08/15/2018 through 08/14/2020.
 13. **HCDE Interlocal Agreements with:** Aubrey ISD, Aubrey, Texas; City of Krum, Krum, Texas; Palmer ISD, Palmer, Texas; Stanton ISD, Stanton, Texas; Austin DMO dba Downtown Austin Alliance, Austin, Texas, and Hope Disaster Recovery, LLC, Cypress, Texas.
- E. Consider approval of the following items for Internal Purchasing:

1. **Contract renewal option for job no. 17/051YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** A.I. R. Project; ALAR Institute, Inc.; Baked with Confidence; Building Brains, Inc.; Go-Strategic Management Services; Houston Urban Debate League; and Science of Sport for the period of 10/18/2018 through 10/17/2019.
2. **Contract award for job no. 18/049YR 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:** Adaptive Instructional Modeling, LLC; Alliance Financial Ministries, Inc.; Animation Station Inc, dba American Robotics Academy; Baker Ripley; Bayou City Fencing Academy, Inc.; BlazinBrook Preparatory School of the Artz; Boys & Girls Club of Greater Houston; Braids N Beads; Chase in Dreams Speech and Drama Academy; Color of Life Community Resource & Activity Center; For the Children Consulting; FotoFest International; Girls, Inc. of Greater Houston; Healing Species of Texas; The Histrionicx Company, LLC dba Histrionic Learning; Houston Healthy Hip Hop; Houston Museum of Natural Science; Javier Lopez; Jump Bunch; Kids Robotic Academy, LLC; Learn-It Systems, LLC; Little Scientist, Inc. dba Mad Science of Houston; Nexlore USA; Nutty Scientist of Houston; STEM Urban Perspective; Study Dorm, Inc.; Teen Truth,

LLC; Thriv & GROE Academy; Tomorrow N Training, LLC; Urban Harvest, Inc.; Writers in the Schools; Young Picassos; and Zenith Learning for the period of 08/15/2018 through 08/14/2019.

3. **Expenditures which have been previously procured and are expected to aggregate to \$50,000 or more for FY 2019 under Policy CH Local** for various HCDE divisions for an aggregate amount not to exceed \$11,578,240: Harris County Appraisal District; Brothers Produce, KQC Investors, LLC; Zieben Foundation Properties; City Of Houston Health Department; CV Baytown Joint Venture; Childcare Careers. LLC; Delta-T Group, Inc., Hardies Fruit & Vegetable Co., Scholastic, Labatt Institutional Supply Company, Milk Products LLC; Valley Services, Inc., Zenith Learning (Zenity Premier), City Of Houston Water; Suez Energy, Quality Security Systems, Texas Mutual Insurance Company; TRS Active Care - HCDE/State; TRS Active Care - Employee Paid, Met Life Dental, Unum Dental, The Standard Life Insurance Disability; Davis Vision; Prime Systems; Karczewski, Bradshaw, Spalding, Nichols, Lamp, Langlois, Public Agency Retirement (PAR); Unum Life Insurance Co Of America; First Financial - Flex Medical; First Financial - Health Savings; TCG Administrators - 403(b) Retirement Savings; TCG Administrators - 457 Retirement Savings, Phonoscope Lightwave, Inc., Powerschool Group, LLC., Verizon Wireless

F. **Consider approval/acceptance of the following Revenue Agreements:**

1. **Acceptance of funds totaling \$1,500,000 from the Texas Education Agency for CASE for Kids' Cycle 10 Year 1 21st Century Community Learning Centers grant** for the period of 08/01/2018 through 07/31/2019; CASE for Kids anticipates serving 975 students with these grant funds. Using TEA grant funds, CASE for Kids will hire two new coordinators to support the implementation of the grant.
2. **Acceptance of funds totaling \$1,658,700 from the Texas Education Agency for CASE for Kids' Cycle 9 Year 3 21st Century Community Learning Centers grant** for the period of 08/01/2018 through 07/31/2019; CASE for Kids anticipates serving 820 students with these grant funds.
3. **Approval of Service Agreement (revenue) with United Way of Greater Houston for CASE for KIDS** to provide quality support services to 125 after school programs in Harris County for the period of 09/1/2018 through 7/31/2019 in an amount of \$75,000.

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

- A. **Consider possible action on certification of the anticipated debt collections rate for the tax year 2018**, certification of the excess debt collection rate for the tax year 2017 and the calculation of the 2018 Effective Tax Rate and Roll Back calculation to be prepared by Harris County Tax Assessor/Collector.
- B. **Consider approval of estimated reserved fund balances** for non-spendable, restricted, committed assigned and unassigned under the Governmental Accounting Standards Board (GASB) 54.
- C. **Consider approval of contract with PS Lightwave (contract # 15/006M16)** to provide data services to all HCDE locations in an amount not to exceed \$97,000 for the period of 09/01/2018-08/31/2019.
- D. **Consider approval of Services Agreement between Harris County Department of Education and CapsuleTek LLC** (Choice Partners contract # 17/026KH-09) to provide Field Technician contractors for the Technology Help Desk in an amount not to exceed \$103,248 for the period of 09/01/2018-08/31/2019.

- E. **Consider approval to increase the allowable contract amount under CH Local FY 2018 from \$75,000 to \$200,000** (an increase of \$125,000) with Scholastic, Inc. (#13/062DG-45) (Classroom & Community Division); fully funded by the Head Start Grant.
 - F. **Consider approval of a Contract with the Education Foundation of Harris County for Contracted Services for Innovation Zone Project benefiting Harris County school districts** for the period of 09/01/2018 through 08/31/2019 in an amount not to exceed \$600,000.
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:**
Director of Construction, Facilities
 - B. **Obtain legal advice regarding compensation of Principal, AB School East**
 - C. **Deliberate the duties of public officers, including Board governance** (item submitted by Louis Evans).
 - D. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**
9. **RECONVENE** for possible action on items discussed in executive session
- A. **Employment:**
Director of Construction, Facilities
 - B. **Consider action regarding compensation of Principal, AB School East**
10. **INFORMATION ITEMS**
- A. **Human Resources Information Items**
 - B. **Employee Count for July 2018**
 - C. 07-10-2018 Special Board Meeting
 - D. **Submission of grant proposal to Texas Education Agency in the amount of \$1,685,700 for CASE for Kids' 21st Century Community Learning Centers**, Cycle 9 Year 3 program, which provides academic and enrichment services for 820 students and 400 parents.
 - E. **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**, which focuses on literacy skills. Funding will serve 195 students.

- F. **Submission of grant proposal to Hogg Foundation for Mental Health in the amount of \$8,000 each year for five years (total \$40,000) for Head Start's Healthy Minds Healthy Families Conference**, which focuses on children's mental health issues. The conference serves over 300 attendees.
- G. **Submission of a \$9,720 grant request to Timewise Food Stores to support HCDE Area I Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read Program.** If awarded, this funding would cover the cost of age-appropriate book sets for 270 students at three Head Start centers.
- H. **Submission of a \$9,720 grant request to Whataburger to support HCDE Area I Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read Program.** If awarded, this funding would cover the cost of age-appropriate book sets for 270 students at three Head Start centers.
- I. **Submission of proposal request to the Bureau of Justice Assistance to support the Center for Safe and Secure Schools comprehensive STOP (Student, Teacher and Officers Prevention) program.**
- J. **Interlocal (expenditure) contract for Adult Education with Spring Branch Family Development Center** for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes in an amount not to exceed \$2,000 for the period of 07/01/2018 through 06/30/2019.
- K. **Adult Education Interlocal contract with Baker Ripley for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes** in an amount of \$6,000 for utilities and classroom space for the period of 07/01/2018 through 06/30/2019.
- L. **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

- 11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, September 19, 2018, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.