

**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 **19 day of June 2019 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
June 19, 2019
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held June 19, 2019, 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** - Nathan Jones, Technology
2. **Pledge of Allegiance to the US flag** - Jamie Salinas, Technology
3. **Pledge of Allegiance to the Texas flag** - Jamie Salinas, Technology
4. **Open Forum** - Gov't Code 551.003 (5) - Public Participation. Pursuant to Policy BED (Local), a citizen who wishes to speak may do so by completing a participation request card available at the Board room at least 10 minutes prior to a regular Board meeting.
5. **Reports and presentations:**
 - A. **Annual Update from Technology** - Lowell Ballard, Director of Technology
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - 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 05/31/2019** - 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 May 2019
- B. Consider approval of the following Board Meeting Minutes
1. 05-15-2019 Regular Board Meeting
- C. Consider ratification/approval of the following Interlocal Contracts:
1. **Interlocal (revenue) contracts for FY 2020 in the aggregate amount not to exceed \$100,000 with Fortis Academy with the following district:** Houston ISD for in-county annual seats not to exceed \$100,000 (\$6,250 times number of units each/\$6,875 times the number of Special Education units each), August 1, 2019 - August 1, 2020 (May be extended by mutual agreement of both parties for an additional four one-year terms not to exceed beyond August 1, 2024).
 2. **Interlocal (revenue) contracts for FY 2020 in the aggregate amount of \$824,200 with Academic and Behavior School West with the following district:** Alief ISD for forty (40) in-county annual contracts in the amount of \$824,200 (\$20,605 each) for the contract period of 08/26/2019 through 06/05/2020.
 3. **Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$281,372 with Highpoint School East with the following districts:** Humble ISD for twenty (20) in-county annual contracts in the amount of \$200,980 (\$10,049 each); and La Porte ISD for eight (8) in-county annual contracts in the amount of \$80,392 (\$10,049 each) for the contract period of 08/26/19 through 06/05/20.
 4. **Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$473,915 with Academic and Behavior School East with the following districts:** Channelview ISD for five (5) in-county annual contracts in the amount of \$103,025 (\$20,605 each); Deer Park ISD for nine (9) in-county annual contracts in the amount of \$185,445 (\$20,605 each); La Porte ISD for nine (9) in-county annual contracts in the amount of \$185,445 (\$20,605 each) for the contract period of 8/26/19 through 06/05/20.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 17/034TJ Ice Cream Products with the following vendors:** JA-EN Enterprises dba JP Ice Cream Distributor (#17/034TJ-01); La Brisa Ice Cream Co. (#17/034TJ-03); La Costenita Distribuidor Inc. (#17/034TJ-04) The Masters Distribution System Co., Inc. (#17/034TJ-05); Paeteria El Pibe (#17/034TJ-06), and Yumi Ice Cream Co., Inc. (#17/034TJ-07) for the period of 08/01/2019 through 07/31/2020.
 2. **Contract renewal for job no.18/047TJ Chemical Products and Services with the following vendors:** Armstrong Repair Center, Inc. (#18/047TJ-01); Auto-Chlor Services, LLC (#18/047TJ-02).; Buckeye Cleaning Center-Houston (#18/047TJ-03); Ecolab, Inc. (#18/047TJ-04); Magnus Procurement & Logistic Solutions (#18/047TJ-05); Sanitech (#18/047TJ-06), and SFSPac Food Safety & Sanitation (#18/047TJ-07) for the period of 08/01/2019 through 07/31/2020.

3. **Contract renewal for job no. 18/052TJ Direct Delivery of Snacks and Beverages with the following vendors:** Sterling BV, Inc. dba Buena Vista Food Product, Inc. (#18/052TJ-01); J&J Snack Foods Sales Corp. (#18/052TJ-02); The Masters Distribution System Co., Inc. (#18/052TJ-03); JSB Industries dba Muffin Town (#18/052TJ-04); MinMor Industries LLC dba Notables (#18/052TJ-05), and The Safe + Fair Food Company LLC dba Skeeter Snacks LLC (#18/052TJ-06) for the period of 08/01/2019 through 07/31/2020.
 4. **Contract renewal option for job no. 18/054TJ Restaurant Branded Food Delivery with the following vendors:** MAC Pizza Management, Inc dba Domino's Pizza (#18/054TJ-01); Domino's, Inc. dba Domino's Pizza LLC (#18/054TJ-02), and Houston Pizza Ventures, LP dba Papa John's Pizza (#18/054TJ-04) for the period of 08/01/2019 through 07/31/2020.
 5. **Contract award for job no. 19/032TJ Produce and Other Specialty Products with the following vendors:** Brothers Produce, Inc. (#19/032TJ-01); DiMare Fresh, Inc. (#19/032TJ-02), and Hardie's Fruit and Vegetable Co, Houston, LP dba Hardie's Fresh Foods (#19/032TJ-03) for the period of 08/01/2019 through 07/31/2020.
 6. **Contract Award for job no. 19/034KC for Musical Instruments & Related Items with the following vendors:** Alamo Music Center, Inc. (#19/034KC-01); Universal Melody Services, LLC dba Brook May Music/H&H Music (#19/034KC-02); K&S Music (#19/034KC-03); Guitar Center Stores, Inc. dba Music & Arts Center (#19/034KC-04); Taylor Music, Inc. (#19/034KC-05); Washington Music Sales Center, Inc. dba Washington Music Center (#19/034KC-06), and West Music Company, Inc. (#19/034KC-07) for the period of 06/19/2019 through 06/18/2020.
 7. **HCDE Interlocal Agreements with:** Sunnyvale, ISD, Sunnyvale, Texas; St. Catherine of Siena Catholic School, Beaumont, Texas; Palacios ISD, Palacios, Texas; Crandall ISD, Crandall, Texas; Community ISD, Nevada, Texas; Eastern Connecticut State University, Wilimantic, Connecticut, and Midway ISD, Woodway, Texas.
- E. Consider approval of the following items for Internal Purchasing:
1. **Renewal option for job no. 16/026YR for Local Food and Catering Services with the following vendor:** The French Corner Catering Company for the period of 07/26/2019 through 07/25/2020.
 2. **Renewal options for job no. 16/047YR for Head Start Trainers and Consultants for Harris County Department of Education with the following vendors:** Lakeshore Learning Materials and Dorsey & Company for the period of 07/26/2019 through 07/25/2020.
 3. **Contract award for job no. 19/019KJ HVAC Testing and Balancing to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Campos Engineering Inc., LCTab, LLC, and National Precision, LLC. for the period of 06/19/2019 through 06/18/2020, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding.
7. **ACTION ITEMS - NON-CONSENSUS**
- A. **Consider and possible action regarding approval of one or more options relating to Coolwood Head Start facility,** including, but not limited to, submission of application for disaster relief grant funding and/or issuance of an RFP for lease of a Coolwood Head Start facility.

- B. **Consider approval for the Head Start division to pay for professional development and travel expenses** of non-employees per the Head Start grant for the period of 01/01/2019 through 12/31/2019. Per the grant, Head Start funds will be used to cover expenses of non-employee travel arrangements and professional development for in and out of county trainings/conferences. Board Policy CH (Local) requires board approval of such travel.
 - C. **Consider approval to dispose of playground** equipment located at 1725 Pruett Street, Baytown, TX 77520.
 - D. **Consider approval of HCDE Early Head Start Child Care Partnerships (EHS-CCP) contracts with the following vendors:**Deskot LLC, DBA Kool Kids Daycare (RFP 16/014YR) in the amount of \$200,000, Fellowship of Purpose Early Childhood Learning Center (RFP 15/051YR-4) in the amount of \$110,000, John G Jones Learning Center (RFP 15/038JG) in the amount of \$75,000, and Let's Learn Christian Learning Center (RFP 15/051YR-4) in the amount of \$60,000. Each contract will be valid 08/01/2019 through 07/31/2020.
 - E. **Consider approval of contract with Quality Security Systems (RFP # 15/037JN-07) in the amount of \$61,265.63** to provide security camera upgrades at the ABS East campus.
 - F. **Consider approval of contract with Quality Security Systems (RFP # 15/037JN-07) in the amount of \$100,083.98** to install a new system of intercom and access control at the ABS East campus.
 - G. **Consider approval of contract with Facilities Sources (RFP# 16/054JN-04) in the amount of \$145,020.17** to remove and install a new roof at the Highpoint East campus.
 - H. **Consider approval of contract with CDW-G (Job. No.18/056KD-13) for the purchase of Network Infrastructure** upgrade/ replacement equipment for Head Start and HCDE Schools in an amount not to exceed \$60,000. (Technology budget using allocated e-rate reimbursement funds).
 - I. **Consider approval of purchase with CDW-G for replacement assets including (64) Lenovo laptop computers for Highpoint East and Technology, (12) micro surface computers for Highpoint East, Technology, Communications and Facilities and (8) servers for Technology, in an amount not to exceed \$192,697.** (Funding available in the FY 19 budget for replacement assets).
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:**
A-7 Principal, Academic and Behavior School 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:**
A-7 Principal, Academic and Behavior School East
10. **INFORMATION ITEMS**

- A. **Human Resources Information Items**
 - B. **May 2019 Employee Count**
 - C. **Submission of grant proposal to Texas Education Agency in the amount of \$1,608,939** to support CASE for Kids' 21st Century Community Learning Centers, Cycle 9 Year 4 continuation application, serving 820 students and 400 family members.
 - D. **Submission of grant proposal to Texas Education Agency in the amount of \$1.5 million** to support CASE for Kids' 21st Century Community Learning Centers Cycle 10 Year 2 continuation application. Requested funds will provide academic and enrichment services for 975 students and 400 family members.
 - E. **Memorandum of Understanding Contract (non-monetary) for partnership with Rice University/Texas Policy Lab (TPL):** This collaboration will connect CASE for Kids to Texas Policy Lab researchers in support of the afterschool field. TPL's expertise will help CASE for Kids create a data hub between districts and out-of-school time providers as well as potentially badging youth for their afterschool accomplishments.
 - F. **The CASE for Kids Division awards the school districts, charter schools and not-for-profits, as per attached listing**(aggregate amount \$550,787), for delivery of comprehensive programs for the 2019-2020 school year.
 - G. **Memorandum of Understanding Contract (non-monetary) for partnership with Showcase Kingwood:** CASE for Kids will collaborate with Showcase Kingwood to host a College Fair at 6300 Irvington Conference Center on September 9 and 10 for middle and high school students throughout Harris County.
 - H. **Schools Division Enrollment Report for May 2019**
 - I. **HCDE Head Start USDA Meal Totals for the month of March 2019;** 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.
 - J. **Please consider acceptance of the Office of Head Start (OHS) Monitoring Review Report - 06CH7177** of the Harris County Department of Education Head Start program.
 - K. **HCDE Head Start Performance Report for the month of April 2019**
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, July 17, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent