

**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 September 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
September 18, 2019
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held September 18, 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** - Kelly Tummy, Teaching and Learning Center
2. **Pledge of Allegiance to the US flag** - Dr. Colina Poullard, Teaching and Learning Center
3. **Pledge of Allegiance to the Texas flag** - Dr. Colina Poullard, Teaching and Learning Center
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 Board meeting.
5. **Reports and presentations:**
 - A. **Annual Update from Teaching and Learning Center** - Dr. Frances Watson-Hester, Senior Director
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Report of the Board Feasibility Subcommittee** - Don Summers
 - 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 08/31/2019** - 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. August Disbursement Report
 3. Monthly Investment Report for August 2019
- B. Consider approval of the following Board Meeting Minutes
1. 08-16-2019 Policy Committee Meeting
 2. 08-16-2019 Called Board Meeting
 3. 08-21-2019 Regular Board Meeting
- C. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **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. dba Geo-Solutions, Inc. (#15/047CG-02) for the period 11/17/2019 through 11/16/2020.
 2. **Contract renewal option for job no. 16/060CG for Security Officers and Related Items with the following vendor:** Executive Threat Solutions, Inc. (#16/060CG-01) for the period 11/15/2019 through 11/14/2020.
 3. **Contract renewal option for job no. 17/052CG for M&O Parts and Equipment with the following vendors:** Best Plumbing Specialties, Inc. (#17/052CG-04); HDP Ltd dba Hunton Distribution (#17/052CG-07); Johnson Supply & Equipment Corporation dba Johnson Supply (#17/052CG-08); Kleen Supply Company (#17/052CG-09); Total Maintenance Solutions dba TMS-South (#17/052CG-11), and Zimmerer Kubota & Equipment, Inc. (#17/052CG-12) for the period 11/29/2019 through 11/28/2020.
 4. **Contract renewal option for job no. 18/068MR for Security Services, Supplies and Related Items with the following vendors:** 1st Response Security (#18/068MR-01); Blue Knight Security, LLC (#18/068MR-02); Enseo, Inc. (#18/068MR-04); J&B Imaging Services, Inc. dba JABIS Security Services (#18/068MR-05), and Premier Wireless Business Technology Solutions (#18/068MR-06) for the period 11/14/2019 through 11/13/2020.
 5. **Contract award for job no. 19/042MJ for Disaster Mitigation Commodities/Services - JOC Disaster Recovery Services with the following vendors:** BMS CAT, Inc. dba Blackmon Mooring of Texas (#19/042MJ-01); Enterprise Builders, LLC (#19/042MJ-02); ERC Environmental & Construction Services, Inc. dba ERC (#19/042MJ-03); Gerloff Company, Inc. (#19/042MJ-04); Horizon International Group, LLC (#19/042MJ-05), and Texas General Contractors, Inc. (#19/042MJ-06) for the period 09/18/2019 through 09/17/2020.
 6. **HCDE Interlocal Agreements with:** Galveston County Food Bank, Galveston, Texas; Tyler Junior College, Tyler, Texas; Harlingen Waterworks System, Harlingen, Texas; City of Buda (Signature Only), Buda, Texas; I Am Learning, Houston, Texas; Kanawha County Schools, Charleston, West Virginia; Atlanta ISD (Signature Only, Atlanta, Georgia, and Tyler ISD, Tyler, Texas.
- D. Consider approval of the following items for Internal Purchasing:

1. **Contract renewal option for job no. 17/002LB for Property and Casualty Insurance with the following vendor:** McGriff, Seibels & Williams of Texas, Inc. for the period of 10/01/2019 through 09/30/2020.
2. **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; Go-Strategic Management Services; Houston Urban Debate League; and Science of Sport for the period of 10/18/2019 through 10/17/2020.
3. **Contract award for job no. 19/053KJ Real Estate Brokerage/Consulting Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** Arvo Realty Advisors, Colliers International Houston, Inc., Pollan Hausman Real Estate Services, LLC., and Winfrey Real Estate and Development, Inc. for the period of 10/01/2019 through 09/30/2020, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding.
4. **Contract award for RFQ 19/054KJ Certified General Appraiser for Harris County Department of Education** to the proposers who have demonstrated competence and qualifications, for a fair and reasonable price, and meeting the specifications outlined in the RFQ: CBRE Valuation & Advisory Services, JLL Valuation & Advisory Services, LLC., and Valbridge Property Advisors, for the period of 10/01/2019 through 09/30/2020, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding.
5. **Contract award for job no. 19/013IA-3 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 RFP:** 5 Star Academy; Adaptive Instructional Modeling, LLC.; Bayou City Fencing Academy; CoHeart Yoga; For The Children Consulting; FotoFest, Inc. Girlstart; Histrionix Learning; Javier Lopez; Laddering Your Success, LLC.; MatScience, Inc.; Monica Lewis School of Etiquette; New Spectrum Educational Consultants; NO EGO APPAREL; Ondi Love Center Ministries; One Way Education, LLC.; Productive Ventures; Solel International; The Ensemble Theatre; Victory Group; Virtuous Star, Inc.; WayOut Kids; World Youth Foundation, Inc.; Young Audiences, Inc. of Houston; and Young Picassos Houston. The initial contract period shall be for a term of one (1) year, from 10/01/2019 through 09/30/2020, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding. Contract is in accordance with Texas Education Code 44.031.
6. **Contract award for job no. 19/056KJ Adult Education Short Term Vocational Training Programs for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** Accelerated Career Training, Bell Tech Career Institute, Inc., HTEC-Houstons Training Education Center, Inc., and KS Phlebotomy School, LLC, for the period of 10/01/2019 through 09/30/2024, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding.

E. Consider approval of the following Revenue Agreements:

1. **Consider approval of Interlocal (revenue) contracts for FY 2020 in the aggregate amount of \$726,554 with Academic and Behavior School East with the following districts:**
 - Dickinson ISD for eight (8) out-of-county annual contracts in the amount of \$190,824 (\$23,853 each);
 - Houston ISD for fifteen (15) in-county annual contracts in the amount of \$309,075 (\$20,605 each);
 - Huffman ISD for five (5) in-county annual contracts in the amount of \$103,025 (\$20,605 each);

Pearland ISD for six (6) in-county annual contracts in the amount of \$123,630 (\$20,605 each) for the contract period of 8/26/19 through 06/05/20.

2. **Interlocal (revenue) contracts for FY 2020 in the aggregate amount of \$738,429 with Academic and Behavior School West with the following districts:**
Conroe ISD for fifteen (15) out-of-county annual contracts in the amount of \$357,795 (\$23,853 each);
Houston ISD for fifteen (15) in-county annual contracts in the amount of \$309,075 (\$20,605 each);
Santa Fe ISD for three (3) out-of-county annual contracts in the amount of \$71,559 (\$23,853 each) for the contract period of 8/26/19 through 06/05/20.
3. **Amendment #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 \$40,000 to \$60,000, (an increase of \$20,000) for out-of-county contract for FY 2019.
4. **Amendment #1 to Interlocal (revenue) contract between Academic and Behavior School West and Houston ISD** to increase the aggregate amount from \$304,500 to \$372,100 (an increase of \$67,600) for thirteen (13) additional units for FY 2019 Extended School Year Services (ESY) Summer School (in-county \$5,200) for the time period of 06/10/2019 through 07/11/2019.
5. **Consider approval of Certification Contribution Agreement (Revenue Agreement) between the HCDE CASE for Kids Division and the Gulf Coast Workforce Board** for the period of 10/01/2019 through 09/30/2020. 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 \$1,753,386. This contract will create one new FTE and 4 quarter-time positions for CASE for Kids.

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

- A. **Discussion of "Truth in Taxation" calculations, Effective Tax Rate, Rollback Tax rate and approval of Tax Rate for Fiscal Year 2019-2020. Consider a proposed Tax Rate of \$0.005029 per \$100 assessed property value for Tax Year 2019 (Fiscal Year 2019-2020).** The Effective Tax Rate has been calculated at \$0.005030 per \$100 assessed property value. The recommended tax rate is below the Effective Tax Rate. If approved, the proposed tax rate will not require additional public hearings and notices.
- B. **Consider approval (expenditure) of a license agreement between Cityspan Technologies (Job no. 19/030KJ) and HCDE (CASE for Kids) for the maintenance of FY 2019/2020 afterschool attendance and project management database for a total amount not to exceed \$75,000.**
- C. **Consider second reading and approval of the following revised local policies:**
 1. CAA(LOCAL)
 2. CDA(LOCAL)
 3. CH(LOCAL)
 4. CJA(LOCAL)
 5. CK(LOCAL)
 6. CQ(LOCAL)
 7. CV(LOCAL)
 8. DCB(LOCAL)
 9. DEA(LOCAL)

10. DEC(LOCAL)
11. DED(LOCAL)
12. DFD(LOCAL)
13. DH(LOCAL)
14. DHE(LOCAL)
15. DIA(LOCAL)
16. FMA(LOCAL)
17. FNG(LOCAL)
18. GF(LOCAL)
19. GKA(LOCAL)
20. GKB(LOCAL)

- D. **Consider first reading of revised Policy BED (Local)**
- E. **Consider approval of First Amendment to Services Contract between HCDE and EdOpp Solutions LLC (Adult Ed Program) to increase the not-to-exceed amount from \$49,000 to \$69,000.** The contractor will prepare and deliver Certificate programs for customer service, administrative assistants and tech programs.
- F. **Consider approval of contract between CASE for Kids (revenue agreement) and the City of Houston** for the period of 09/18/2019 through 06/30/2020 in the amount up to \$770,000 for CASE for Kids to provide after-school programs and/or out-of-school activities and projects. This agreement is pending Houston City Council approval and signatures.
- G. **Discussion and possible action to fill HCDE Trustee Position 1, Precinct 2,** including process for filling seat.
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. 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
10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **August 2019 Employee Count**
 - C. **Contract award 19/013IA and 19/013IA-02 for CASE for Kids After School and Summer Direct Service Providers was awarded** by the Board of Trustees on 02/27/2019 and 07/17/2019. The agenda item stated it was for a 5-year term. The actual term as stated on the RFP, is for the more restrictive one-year term with an option to renew annually for up to (4) additional years, subject to annual appropriation of funding. Execution of Offers are being revised to reflect the more restrictive terms.
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, October 16, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent