

**Harris County Department of Education  
Minutes of Regular Board Meeting  
January 16, 2019**

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The Harris County Board of School Trustees met in regular session on January 16, 2019 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Eric Dick, Board Vice President, called the meeting to order at 1:00 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:** Eric Dick, Board Vice President; Josh Flynn; Danny Norris; George Moore; Don Sumners; Richard Cantu; 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

Danielle Bartz, Chief of Staff; Darlene Breaux, Director Research and Evaluation Institute; Ecomet Burley, Director Center for Safe and Secure Schools; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Stephanie De Los Santos, Director Client Engagement; Jeff Drury, Director Choice Partners Cooperative; Tammy Lanier, Director Communications and Creative Services; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Venetia Peacock, Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Melissa Godbout, Board Secretary; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Richard Vela, Senior Director Facilities; Frances Watson-Hester, Senior Director Teaching and Learning Center; Lidia Zatopek, Director Educator Certification and Professional Advancement

**Visitors:** Colleen Vera, Durrell Douglas, Antonio Maldonado

A Public Hearing for the Annual Financial Management Report for the fiscal year ending August 31, 2018 was held.

Dr. Jesus Amezcua presented the Annual Financial Management Report. No one from the public requested to address the Board during the Public Hearing.

The Public Hearing portion of the meeting adjourned at 1:08 p.m.

Eric Dick called the regular meeting to order at 1:09 p.m.

1. **Invocation** - Jessica Bermea, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Sharvon Pipkins, Center for Grants Development
3. **Pledge of Allegiance to the Texas flag** - Sharvon Pipkins, Center for Grants Development
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.

*Colleen Vera addressed the board regarding a follow up from addressing the board last month about a specific expenditure related to the Lone Star College Golf Tournament. She stated that she had since filed a public information request for documents. She informed the board that she had a problem with spending public funds on expensive gifts for employees and friends and requested that the board end this type of spending. She addressed item 7.J., stating that the Republican Party platform rejects spending taxpayer money on lobbying contracts. She stated that it was the job of the board members to address issues and not use taxpayer money to pay for lobbyists. She asked the board to end spending public money on a lobbying contract.*

*Durrell Douglas addressed the board regarding moving the board in a different direction than it has gone. He stated that the board needs to be focused on positive outcomes for students and spending money responsibly. He stated that he hoped the board would choose a president who would build consensus and encouraged the board to make decisions collectively.*

*Antonio Maldonado addressed the board concerning supporting Durrell Douglas and asked that the board consider Durrell's opinion because it was the same as his own.*

5. **Reports and presentations:**

A. **Superintendent Monthly Report** - James Colbert, Jr.

*Superintendent Colbert welcomed new board members and thanked them for their willingness to give their time and asked that they support the Department. He discussed the calendar of events, a copy of which was distributed to board members. He introduced a short video in recognition of Board Appreciation Month and thanked the board members for their service. Superintendent Colbert specifically mentioned 3 events that were of importance, including the Early Childhood Winter Conference, TASA Midwinter Conference (at which HCDE representatives would be presenting regarding Fortis Academy), and the new AB West campus groundbreaking, tentatively scheduled for February 15, 2019 .*

B. **Annual Update from Center for Grants Development** - Gayla Rawlinson Maynard, Director

*Gayla Rawlinson thanked her staff and other divisions for their work, and presented the Center for Grants Development annual update via PowerPoint presentation.*

C. **Annual Update from Research and Evaluation Institute** - Darlene Breaux, Director

*Darlene Breaux introduced her team and thanked the board members for their service. She provided the annual update for Research and Evaluation via PowerPoint presentation.*

D. **Report of the Board Feasibility Subcommittee** - Don Sumners –  
No report given

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.

*Eric Dick expressed that former president Louis Evans would be missed on the board.*

*Mike Wolfe stated that he had spoken with Mr. Evans and that the board needed to get him back to honor him at some point.*

- F. **Monthly Financial Reports through 12/31/2018** - Jesus Amezcua, Assistant Superintendent for Business Services
- G. **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 2019 - Jesus Amezcua, Assistant Superintendent for Business Services
- 7. B. **Consider acceptance of the 2017-2018 Annual Financial Audit, the fund balance categories and amounts as presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.**

*Celina Cereceres, audit partner with Whitley Penn, LLP, presented regarding the 2017-2018 Annual Financial Audit.*

*Motion made by Richard Cantu, seconded by George Moore to accept the 2017-2018 Annual Financial Audit, the fund balance categories and amounts as presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.*

*Motion passes with 7-0 voting to accept.*

*Don Sumners requested to pull item 6.A.1. from the consent agenda.*

*Mike Wolfe requested to pull item 6.B.1. from the consent agenda.*

*Motion made by Danny Norris, seconded by George Moore to approve all items on the consent agenda with the exception of items 6.A.1. and 6.B.1.*

*Motion passes with 7-0 voting to approve.*

## 6. **ACTION ITEMS - CONSENSUS**

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

- 2. Monthly Budget Amendment Report

3. Monthly Investment Report for December 2018.
- C. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 15/005JN for Janitorial Cleaning Services with the following vendors:** Ambassador Services, LLC (#15/005JN-02); GMW Quality Cleaning Solutions dba Hospitality Cleaning Solutions, LLC (#15/005JN-03), and Soji Services, Inc. dba Metroclean (#15/005JN-04) for the period 02/24/2019 through 02/23/2020.
  2. **Contract renewal option for job no. 15/006MP for Technology Products & Services with the following vendors:** Barnes & Noble Booksellers, Inc. (#15/006MP-01); Houston Information Team, LLC (#15/006MP-07); Phonoscope, Inc. dba Phonoscope Enterprise Group (#15/006MP-15), and True North Consulting Group, LLC (#15/006MP-25) for the period 02/24/2019 through 02/23/2020.
  3. **Contract renewal option for job no. 16/021KC for Early Childhood Supplies and Related Items with the following vendors:** Express Booksellers, LLC dba Express Booksellers (#16/021KC-05); Kaplan Early Learning Company (#16/021KC-06), and National Educational Systems, Inc. (#16/021KC-09) for the period 02/23/2019 through 02/22/2020.
  4. **Contract renewal option for job no. 17/019JN for Moving, Storage and Related Items with the following vendors:** A-Rocket Moving & Delivery, Inc. dba A-Rocket Moving & Storage, Inc. (#17/019JN-01), and Roadrunner, Ltd dba Roadrunner Moving & Storage (#17/019JN-02) for the period 02/28/2019 through 02/27/2020.
  5. **Contract renewal option for job no. 17/020CG for JOC-CSP for IDIQ On-Call Trades with the following vendors:** Aggieland Construction, Ltd (#17/020CG-01); ASA Builders, Inc. (#17/020CG-02); RMB Management, LLC dba Corestone Construction Services (#17/020CG-03); Evolve Holdings, Inc. (#17/020CG-04); ERC Environmental & Construction Services, Inc. (#17/020CG-05); Dura Pier Facilities Services, Ltd dba Facilities Sources (#17/020CG-06); Horizon International Group, LLC (#17/020CG-08); Maintenance Solutions, Inc. (#17/020CG-10); Mart, Inc. (#17/020CG-11); Millennium Project Solutions, Inc. (#17/020CG-12); Nash Industries, Inc. (#17/020CG-14), Tandus Centiva US, LLC (#17/020CG-15), and BR Kym, Inc. dba Worth Hydrochem of Houston (#17/020CG-16) for the period 02/28/2019 through 02/27/2020.

6. **Contract renewal option for job no. 17/021KC for Academic Programs for QZAB Projects with the following vendors:** Action Potential Learning, LLC (#17/021KC-01); Cengage Learning, Inc. (#17/021KC-03); Education Galaxy, LLC (#17/021KC-04); KAMICO Instructional Media, Inc. (#17/021KC-06); McGraw-Hill Education, Inc. dba McGraw-Hill School Education, LLC (#17/021KC-07); The W. Oscar Neuhaus Memorial Foundation dba Neuhaus Education Center (#17/021KC-08), and Sirius Education Solutions, LLC dba Sirius Education Solutions (#17/021KC-09) for the period 02/28/2019 through 02/27/2020.
  
7. **Assignment of contract for job no. 18/056KD-51 for Technology Hardware, Software and Services.** Prologic Technology Systems, Inc. (contract no. 18/056KD-51) to Frontline Technologies Group, LLC. The effective date of the Consent for assignment is January 16, 2019.
  
8. **Assignment of contract for job no. 15/041JN-11 for IDIQ Construction and Maintenance (Job Order Contracting)** from SETEX Construction Corporation to SETEX Facilities & Maintenance, LLC (contract no. 15/041JN-11). The effective date of the Consent for assignment is January 16, 2019.
  
9. **HCDE Interlocal Agreements with:** Gulf Coast Authority, Houston, Texas; New Boston ISD, New Boston, Texas; Newton Independent School District, Newton, Texas; Matagorda County, Bay City, Texas; Frankston ISD, Frankston, Texas; City of Corinth, Corinth, Texas; Bulverde Area Rural Library District, Bulverde, Texas; Odem-Edroy ISD, Odem, Texas; Waller County, Hempstead, Texas, and City of Simonton, Simonton, Texas.
  
10. **Contract renewal option for job no. 16/002CG for Indoor Outdoor LED Lighting with the following vendors:** Consolidated Electrical Distributors, Inc. (#16/002CG-04); Eco Induction Systems, LLC dba EIS Lighting (#16/002CG-06); Summit Electric Supply Company, Inc. (#16/002CG-10); Unified Sunergy Systems, LLC (#16/002CG-12), and Xtralight Manufacturing, Ltd dba Utility Metering Solutions (#16/002CG-13) for the period 02/23/2019 through 02/22/2020.
  
- D. Consider approval of the following items for Internal Purchasing:
  1. **Contract renewal option for job no. 17/015KJ for Architectural Design Services with the following vendors:** Swart Architects, Inc.(FY 17-18 expenditures \$57,150), Corgan (FY 17-18 expenditures ZERO) , and Cre8

Architects (FY 17-18 expenditures \$2,235.) for the period of 01/19/2019 through 01/18/2020.

2. **Contract renewal option for job no. 17/003YR for Food and Delivery Services for Harris County Department of Education Head Start with the following vendor:** Valley Services, Inc. (FY 17-18 expenditures \$61.493) for the period of 02/28/2019 through 02/27/2020.
3. **Contract award for job no. 19/010YR Contracted Services for Adult Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** edOpp Solutions, LLC and Dean's Staffing Solutions, Inc. for the period of 01/16/2019 through 01/15/2024 (subject to annual appropriations of funding).
4. **Consider approval to increase the allowable maximum contract amounts under CH Local FY 2018**  
Quality Security Systems (original \$180,000 actual to date \$61,000) requesting new total of \$241,000  
Zieben Foundation (original \$60,000 actual to date \$30,000), requesting new total of \$90,000
6. Consider approval of the following Business Services items:
  - A. 1. December 2018 Disbursement Report  
  
*Motion made by George Moore, seconded by Danny Norris to approve December 2018 Disbursement Report.*  
  
*Motion withdrawn by George Moore and Danny Norris.*  
  
*Motion made by Don Summers, seconded by Josh Flynn to table item 6.A.1. until the February regular board meeting.*  
  
*Motion passes with 7-0 voting to table item until the February regular board meeting.*
  - B. Consider approval of the following Board Meeting Minutes:
    1. 12-19-2018 Regular Board Meeting Minutes  
  
*Motion made by Mike Wolfe, seconded by George Moore to approve 12-19-2018 regular board meeting minutes.*

*Motion passes with 4-0-3 voting to approve with Danny Norris, Richard Cantu and Josh Flynn abstaining.*

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

- A. **Consider approval of FY 2018-2019 Investment Resolution** for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers in accordance with the Public Funds Investment Act.

*Motion made by Mike Wolfe, seconded by George Moore to approve the FY 2018-2019 Investment Resolution for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers in accordance with the Public Funds Investment Act.*

*Motion passes with 7-0 voting to approve.*

- C. **Consider approval of Interlocal Agreement with the Harris County Sheriff's Office for FY2018 and FY2019 for law enforcement services at the Academic and Behavior School East for two (2) deputies, Academic and Behavior School West for one (1) deputy, Highpoint School East for three (3) deputies, and Fortis Academy for one (1) deputy (\$69,165 per deputy) from 03/01/2019 through 02/28/2020 in an amount not to exceed \$484,155.**

*Motion made by Richard Cantu, seconded by Danny Norris to approve the Interlocal Agreement with the Harris County Sheriff's Office for FY2018 and FY2019 for law enforcement services at the Academic and Behavior School East for two (2) deputies, Academic and Behavior School West for one (1) deputy, Highpoint School East for three (3) deputies, and Fortis Academy for one (1) deputy (\$69,165 per deputy) from 03/01/2019 through 02/28/2020 in an amount not to exceed \$484,155.*

*Motion passes with 7-0 voting to approve.*

- D. **Consider approval of contract for the water intrusion prevention and site drainage, leak and metal wall repairs project at HCDE Highpoint East Campus** with Facilities Sources (RFP # 16/054JN-04). The total cost of the project is: \$61,946.12.

*Motion made by Danny Norris, seconded by George Moore to approve the contract for the water intrusion prevention and site drainage, leak and metal wall repairs project at HCDE Highpoint East Campus with Facilities Sources (RFP # 16/054JN-04). The total cost of the project is: \$61,946.12.*



*Motion passes with 7-0 voting to approve.*

- E. **Consider approval of contract for installation of new data cables project at the new Baytown Head Start with Facilities Sources (RFP # 16/054JN-04)** . This project will be funded with federal funds and the total costs is \$69,992.67.

*Motion made by Richard Cantu, seconded by Danny Norris to approve the contract for installation of new data cables project at the new Baytown Head Start with Facilities Sources (RFP # 16/054JN-04) . This project will be funded with federal funds and the total costs is \$69,992.67.*

*Motion passes with 7-0 voting to approve.*

- F. **Consider approval of the renewal agreement for security services with Executive Threat Solutions, LLC (RFP # 16/060CG-01)**, for the period of 01/17/2019-04/30/2019. The security services are for the Harris County Department of Education 6300 Irvington and 6005 Westview locations. The total cost of this contract is \$130,560.

*Motion made by Mike Wolfe, seconded by Richard Cantu to approve the renewal agreement for security services with Executive Threat Solutions, LLC (RFP # 16/060CG-01), for the period of 01/17/2019-04/30/2019. The security services are for the Harris County Department of Education 6300 Irvington and 6005 Westview locations. The total cost of this contract is \$130,560.*

*Motion passes with 7-0 voting to approve.*

- G. **Consideration and possible vote on the removal and appointment of HCDE Public Facilities Corporation's Directors** (agenda item requested by Trustees Moore, Sumners, Wolfe).

*Motion by Don Sumners, seconded by Eric Dick, in preparation for future possible changes to the HCDE Public Facilities Corporation Board, that HCDE Board's legal counsel report to the HCDE Board the names and positions of the current Directors of the HCDE Public Facilities Board and the legal process necessary to add to or remove members of its PFC, before January 31, 2019.*

*Motion passes with 7-0 voting to request a report from legal counsel.*

H. **Consideration and possible vote on the election of HCDE's Board President and Vice President** (agenda item requested by Trustees Moore, Sumners, Wolfe).

*Motion made by Mike Wolfe, seconded by George Moore to elect Josh Flynn as Board President and George Moore as Vice President.*

*Friendly amendment to motion by George Moore and Mike Wolfe to separate the motion and vote for Board President and Vice President.*

*Motion made by Mike Wolfe, seconded by George Moore to elect Josh Flynn as Board President.*

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

*Motion to call the question fails 2-4-1 with Eric Dick, Danny Norris, Richard Cantu and Don Sumners voting nay and George Moore abstaining.*

*Motion passes with 4-3 to elect Josh Flynn as Board President, with Eric Dick, Richard Cantu and Danny Norris voting nay.*

*Motion made by Mike Wolfe, seconded by Richard Cantu to elect George Moore as Board Vice President*

*Motion passes 6-0-1 to elect George Moore as Board Vice President with George Moore abstaining.*

I. **Consideration and possible vote on establishing (setting) specific goals for Superintendent Colbert for Calendar year 2019 and/or the first six months of 2019** (agenda item requested by Trustees Moore, Sumners, Wolfe).

*Motion by Don Sumners, seconded by George Moore that the Harris County Department of Education Board of Trustees establish a Committee consisting of the entire Board to meet, discuss and determine specific goals for Superintendent Colbert for Calendar year 2019 and/or the first six months of 2019. To accomplish this action, the Board appoints Trustee Sumners to coordinate the Committee's actions by receiving, compiling and organizing specific Trustee goal suggestions for discussion and possible Board action thereon, and to call and preside over posted meetings of the Committee, with consent of the Board President, to be held in public session whenever possible.*

*Motion passes with 7-0 voting to establish a Committee consisting of the entire Board to meet, discuss and determine specific goals for Superintendent Colbert for Calendar year 2019 and/or the first six months of 2019 and to accomplish this action, the Board appoints Trustee Sumners to coordinate the Committee's actions by receiving, compiling and organizing specific Trustee goal suggestions for discussion and possible Board action thereon, and to call and preside over posted meetings of the Committee, with consent of the Board President, to be held in public session whenever possible..*

- J. **Consideration and possible vote to cancel HCDE's contract or contracts with Hillco Partners** (agenda item requested by Trustees Moore, Sumners, Wolfe).

*Motion by Mike Wolfe, seconded by Josh Flynn to cancel HCDE's contract or contracts with Hillco Partners (agenda item requested by Trustees Moore, Sumners, Wolfe).*

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

*Motion to call the question fails 4-3 with Danny Norris, Eric Dick and Richard Cantu voting nay.*

*Motion passes 4-3 to cancel HCDE's contract or contracts with Hillco Partners with Danny Norris, Eric Dick and Richard Cantu voting nay.*

- K. **(Tabled from December 19, 2018 Board Meeting) Contract award for job no. 18/059KJ - Board Legal Services for HCDE Board of Trustees to the proposers offering the best value to HCDE** and meeting the specifications outlined in the proposal: Proposed vendor to be determined by the Board of Trustees (subject to annual appropriations of funding).

*Motion by Mike Wolfe, seconded by Don Sumners that the HCDE Board engage Strahan Cain PLLC as legal counsel for the HCDE Board and the Board call a special meeting to discuss and determine the separation and coordination of duties of the Board's legal counsel and other legal counsel employed by HCDE, Karczewski Bradshaw Spalding, presently represented by Sarah Langlois.*

*Friendly amendment to the motion suggested by George Moore to table the item until the February regular board meeting.*

*Don Sumners denied to agree to the friendly amendment.*

*Friendly amendment to the motion agreed to by Mike Wolfe and Don Sumners to table this item until the February regular board meeting and to direct the Superintendent to provide the new board members information on all legal firms that responded to the RFQ for legal service for the HCDE Board.*

*Motion, as amended, passes 5-2 to table this item until the February regular board meeting and to direct the Superintendent to provide the new board members information on all legal firms that responded to the RFQ for legal service for the HCDE Board with Josh Flynn and Eric Dick voting nay.*

*The Board entered into Executive Session at 3:18 p.m.*

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:**  
Teacher, 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

*The Board entered into Open Session at 3:36 p.m.*

- A. **Employment:**  
Teacher, Academic and Behavior School East

*Motion made by Richard Cantu, seconded by George Moore to approve employment of a teacher, Academic and Behavior School East.*

*Motion passes with 7-0 voting to approve.*

10. **INFORMATION ITEMS**
  - A. **Human Resources Information Items**
  - B. **December 2018 Employee Count**

- C. **Submission of grant proposal to Dudley T. Dougherty Foundation in the amount of \$7,200 to support Teaching and Learning Center-Science's Weather Applications to Teach Environmental Resilience (WATER) project.** Project focuses on Geographic Information Systems and plans to serve 100 students.
- D. **Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program:** CASE for Kids certifies afterschool investments of public funds through five collaborators as part of our Houston Galveston Area Council contract.
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, February 27, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

*Motion made by George Moore, seconded by Richard Cantu to adjourn the meeting.*

*Motion passes with 7-0 voting to adjourn.*

*Meeting adjourned at 3:37 p.m.*

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Board President

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Board Secretary