

**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 **20th day of November 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
November 20, 2019
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held November 20, 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** - Dennis Calloway, Safe and Secure Schools
2. **Pledge of Allegiance to the US flag** - Yi Ren, Research and Evaluation Institute
3. **Pledge of Allegiance to the Texas flag** - Yi Ren, Research and Evaluation Institute
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. **Presentation of 2020 Texas Association of School Business Officials (TASBO) Award of Merit for Purchasing Operations** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.
 - B. **Announcement of award from the Government Finance Officers Association (GFOA) for the 2018 Comprehensive Annual Financial Report (CAFR)** - Jesus Amezcua, Assistant Superintendent for Business Services
 - C. **Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE 2018 Popular Annual Financial Report (PAFR)** - Jesus Amezcua, Assistant Superintendent for Business Services
 - D. **Annual Update from Center for Safe and Secure Schools** - Julia Andrews, Director
 - E. **Annual Update from the Research and Evaluation Institute** - Darlene Breaux, Director
 - F. **Superintendent Monthly Report** - James Colbert, Jr.
 - G. **Report of the Board Feasibility Subcommittee** - Don Sumners

- H. **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.
- I. **Monthly Financial Reports through 10/31/2019** - 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. October Disbursement Report
- 3. Monthly Investment Report for October 2019

B. Consider approval of the following Board Meeting Minutes:

- 1. 10-16-2019 Regular Board Meeting
- 2. 10-16-2019 Feasibility Committee Meeting

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

- 1. **Interlocal (expenditure) contract for FY 2020 CASE for Kids 21st Century Community Learning Center(s) Cycle 10, Year 2, in the aggregate amount of \$1,135,500 with the following entities:**Galena Park Independent School District in the amount of \$388,500 (330 students served), Sheldon Independent School District in the amount of \$373,500 (280 students served), Southwest Schools Charter School in the amount of \$129,500 (110 students served), Raul Yzaguirre Schools for Success Charter School in the amount of \$122,000 (85 students served), and Baker Ripley Promise School Charter in the amount of \$122,000 (85 students served).
- 2. **Interlocal (expenditure) contract for FY 2020 CASE for Kids 21st Century Community Learning Center(s) Cycle 9, Year 4, in the aggregate amount of \$833,856 with the following entities:**Aldine Independent School District in the amount of \$138,976.00 (82 students served), Clear Creek Independent School District in the amount of \$138,976.00 (82 students served), Galena Park Independent School District in the amount of \$138,976.00 (82 students served), Pasadena Independent School District in the amount of \$138,976.00 (82 students served), Southwest Schools Charter School in the amount of \$138,976.00 (82 students served), and Spring Independent School District in the amount of \$138,976.00 (82 students served).
- 3. **Interlocal (expenditure) contracts for FY 2020 CASE for Kids Partnership grant, in the aggregate amount of \$213,787 with the following entities:**Academy of Accelerated Learning (Charter) in the amount of \$60,000, and Alief Independent School District in the amount of \$153,787.

D. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Contract renewal option for job no. 18/015KC for Office Furniture and Related Items with the following vendors:** Carroll's Discount Office Furniture (#18/015KC-01); Stylex, Inc. (#18/015KC-05), and Velocity Office Products, LLC dba Velocity Business Products (#18/015KC-06) for the period 01/24/2020 through 01/23/2021.
2. **Contract award for job no. 19/061KC Fleet Leasing & Management Services with the following vendors:** Commercial Vehicle Leasing, LP dba D&M Leasing Commercial (#19/061KC-01), and Enterprise Fleet Management, Inc. dba Enterprise FM Trust (#19/061KC-02) for the period 11/20/2019 through 11/19/2020.
3. **Contract award for job no. 19/062TP Vending Machines and Service for Beverages and Snacks with the following vendor:** Fresh Brew Group USA, LP (19/062TP-01) for the period of 11/20/2019 through 11/19/2020.
4. **Contract Amendment #1 with Avaya, Inc. job no. 18/056KD-05 for Technology, Hardware, Software and Service** for the period of 11/20/2019 through 09/18/2022 (or on the final renewal date).
5. **HCDE Interlocal Agreements with:** Del Valle Independent School District (ISD), Del Valle, Texas; Quitman ISD, Quitman, Texas, and Fruitvale ISD, Fruitvale, Texas.

E. Consider approval of the following item for Internal Purchasing:

1. **Contract award for job no. 20/012IA - Contracted Services for The Teaching and Learning Center to the proposers offering the best value to HCDE** and meeting the specifications outlined in the proposal: Coaching Consultants Team, Grow Minds Consulting, LLC, Houston E. A. Foundation, Infinite Solutions Enterprises, MIND Research Institute, New Teacher Center, Premiere Speakers Bureau, Proactive Thought Leaders, LLC, Solution Tree, Inc., Sterling Staffing Solutions (Maceo Carter Invest, LLC), Teaching Strategies, LLC and Yamp Records, LLC for the period of 12/01/2019 through 11/30/2024 (subject to annual appropriations of funding).

F. Consider approval of the following Revenue Agreements:

1. **Ratification of Interlocal (revenue) contract between The Teaching and Learning Center and Houston ISD** for Professional Training for the period of 10/18/2019 through 05/29/2020 in the amount of \$50,000.
2. **Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$80,392 with Highpoint School East with the following districts:** Spring Branch ISD for eight (8) in-county annual contracts in the amount of \$80,392 (\$10,049 each) for the contract period of 8/26/19 through 06/05/20.
3. **Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$412,100 with Academic and Behavior School East with the following districts:** Crosby ISD for four (4) in-county annual contracts in the amount of \$82,420 (\$20,605 each); Dayton ISD for Dayton (8) in-county annual contracts in the amount of \$164,840 (\$20,605 each); Pearland ISD for eight (8) in-county annual contracts in the amount of \$164,840 (\$20,605 each); for the contract period of 8/26/19 through 06/05/20.

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

- A. **Report concerning Education Foundation of Harris County, including plan to phase-out funding to the EFHC** (item requested by the Board of Trustees at its October 16, 2019 meeting).
- B. **Consider prohibition of the use of any HCDE resources in support of the Harris County Educational Foundation including but not limited to** the expenditure of money, the preparation of Foundation reports, submission of application for or implementation of Foundation grants, or a HCDE employee serving the Foundation in any official or advisory capacity. A HCDE employee may be designated as a Foundation liaison solely for the purpose of receiving information on Foundation activities (item tabled from October 16, 2019 meeting) (original agenda item requested by Josh Flynn).
- C. **Discussion and possible action regarding HCDE providing funding to the Education Foundation of Harris County in support of scholarships, sponsorships, and grants to Harris County school districts** (item tabled from October 16, 2019 meeting).
- D. **Consider approval to amend CH Local FY 20 expenditure approval list** to add Quality Security Systems (job no. 15/037JN-07) in the expenditure amount of \$300,000 for monitoring and maintenance .
- E. **Consider approval of contract for the replacement of the flooring in the Conference Center at HCDE 6300 Irvington** with Tarkett USA, Inc. (job no. 17/020CG-15) in the total amount of \$66,574.74.
- F. **Consider approval of amendment (Amendment 1) to Interlocal Contract (Revenue Contract) between Harris County Department of Education and Stafford MSD** to increase the scope of services and the compensation by an additional not-to-exceed amount of \$90,000.
- G. **Consider approval of 1.0 full-time equivalent (FTE) Occupational Therapist position and 1.0 FTE Compliance and Technical Support Officer** position to be shared by Academic and Behavior School East and Academic and Behavior School West.
- H. **Consider approval of the HCDE Early Head Start and Head Start School Readiness Goals** for the 2019-20 school year.
- I. **Consider approval of a 36-month lease for copier services with Xerox Business Solutions Southwest** (Choice Partners #16/046KC-01) beginning on 12/01/19 for a monthly amount not to exceed \$4,613.04, plus copies. This is a decrease from previous copier lease.
- J. **Consider approval of payment-in-lieu-of-tax agreement with Seaboard International, Inc. (Seaboard)** and approval of letter of non-opposition to the application for a Foreign Trade Zone Usage-Driven Site Application.
- K. **Consider approval of the Service Agreement, with Julie Smith (RFP #15/056KJ) to provide disability consulting services to the HCDE Head Start - Early Head Start, and EHS Child Care Partnerships sites** for the period of 01/01/2020 through 12/31/2020 in the aggregate amount of \$65,000 (\$50,000 for Head Start and \$15,000 for Early Head Start - CCP) (fully funded by Head Start funds).
- L. **Discussion and possible action to fill vacant HCDE Trustee seat(s)** (agenda item requested by Josh Flynn).

- M. **Consider possible revisions to Policy BE (Local) regarding submission of agenda items by trustees (agenda item requested by Josh Flynn).**

- 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, including, but not limited to, evaluation of Superintendent.

- 9. **RECONVENE** for possible action on items discussed in executive session

- 10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**

 - B. **October 2019 Employee Count**

 - C. **Submission of grant proposal to Nordstrom Cares in the amount of \$6,000 via Education Foundation of Harris County** to support CASE for Kids' CASE Debates program. Requested funds will provide debate opportunities for 150-300 high school students in the Harris County area.

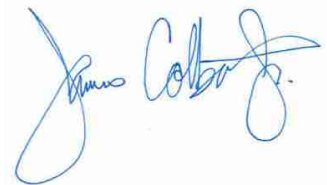
 - D. **Submission of grant proposal to National Security Agency and National Science Foundation in the amount of \$51,271.72** to support Teaching and Learning Center-Digital Education & Innovation's iDefend GenCyber Camp, which will train 25 high school teachers in cybersecurity principles.

 - E. **HCDE Head Start USDA Meal Totals for the months of August and September 2019;** this information was derived from the free standing campuses, 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.

 - F. **Center for Grants Development submitted a request for \$50,799 to State Farm** to support the Center for Safe and Secure Schools' (CSSS) Restoring School Culture Program.

 - G. **HCDE Head Start Performance Report for the Month of September 2019**

- 11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 18, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent