

**Harris County Department of Education  
Minutes of Regular Board Meeting  
July 17, 2019**

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The Harris County Board of School Trustees met in a regular board meeting on July 17, 2019 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Josh Flynn, Board President, called the meeting to order at 1:10 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:** Josh Flynn, Board President; George Moore, Board Vice President; Eric Dick; Richard Cantu; Danny Norris; Don Sumners; and 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; and Jonathan Parker, Assistant Superintendent for Academic Support; Kimberly McLeod, Assistant Superintendent for Education and Enrichment

Danielle Bartz, Chief of Staff; Darlene Breaux, Director Research and Evaluation Institute; Lisa Caruthers, Director CASE for Kids; Marion Cooksey, Principal Highpoint East; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners; Victor Keys, (AB West) Principal Academic Behavior School West; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Anthony Moten, Principal Fortis Academy; Venita Peacock, Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Stephanie Ross, Director Adult Education; Rosa Marie Torres, Chief Accounting Officer; Melissa Godbout, Board Secretary; Natasha Truitt, Executive Director Human Resources; Richard Vela, Senior Director Facilities; Frances Watson-Hester, Senior Director Teaching and Learning Center; Linda Zatopek, Director Educator Certification and Professional Advancement

**Visitors:** Colleen Vera, Andrea Duhon, Kay Tyner, Stephanie Wright

1. **Invocation** - Yolanda Davis, Business Services

2. **Pledge of Allegiance to the US flag** - Marcia Leyva, Business Services
3. **Pledge of Allegiance to the Texas flag** - Marcia Leyva, Business Services
4. **PUBLIC HEARING** for the purpose of considering the proposed HCDE fiscal year 2020 budget.

*Dr. Amezcua gave an overview of the FY 2020 budget. President Flynn opened the hearing for public comment. Colleen Vera addressed the board questioning whether or not taxpayers are the ones paying for building debt.*

5. **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.

*Andrea Duhon addressed the board regarding item 8.I., recommending that Trustee Position 1, Pct. 2 be filled by Sherrie Matula.*

6. **Reports and presentations:**
  - A. **Annual Update from Purchasing** - Bill Monroe, Director of Purchasing
  - B. **Annual Update from Business Services** - Jesus Amezcua, Assistant Superintendent for Business Services
  - C. **Announcement of award from the Association of School Business Officials International (ASBO)** for the HCDE 2018 Comprehensive Annual Financial Report (CAFR) - Jesus Amezcua, Assistant Superintendent for Business Services
  - D. **Superintendent Monthly Report** - James Colbert, Jr.

*Superintendent Colbert reported his attendance and presentation regarding Fortis Academy, along with Mr. Parker, Dr. Mays, and Dr. Mouton, at the ARHE-ARS National Conference in Boston. Mr. Colbert further reported that he was invited to serve on a panel at Ohio State for another presentation on sobriety at the end of the month. He stated that today's board meeting was important, as the board would be approving the annual budget for the new school year. Mr. Colbert described HCDE's budget process as intrinsic and dynamic and explained that Dr. Amezcua and his team have developed a budget process that is thorough. Mr. Colbert further stated that he is proud that HCDE has lowered the tax rate over the past 5 years, that he is proud to be the superintendent of HCDE, and that he is looking forward to having an*

*approved budget. Finally, Mr. Colbert introduced the new principal of HCDE's AB East Campus, Ms. Donna Trevino-Jones.*

**E. Report of the Board Feasibility Subcommittee - Don Summers**

*No report.*

**F. 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.

*No report.*

**G. Monthly Financial Reports through 05/31/2019 - Jesus Amezcua, Assistant Superintendent for Business Services**

*Eric Dick left the room at 1:51 p.m. and returned at 1:52 p.m.*

*Motion made Danny Norris, seconded by Josh Flynn to approve all items on the consent agenda.*

*Motion passes with 7-0 voting to approve all items on the consent agenda.*

**7. 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. 06-05-2019 Feasibility Committee Meeting
2. 06-12-2019 Budget Workshop
3. 06-19-2019 Budget Workshop
4. 06-19-2019 Regular Board Meeting

- C. Consider ratification/approval of the following Interlocal Contracts:
1. **Interlocal (revenue) contract for FY 20 for therapy services in the aggregate amount of \$3,496,846 with School-Based Therapy Services with the following districts:** Dayton ISD (79 students served in FY18) in the amount of \$75,192.00; Pearland ISD (41 students served in FY18) in the amount of \$53,502.00; Spring ISD (560 students served in FY18) in the amount of \$999,104.00; and, Katy ISD (1608 students served in FY18) in the amount of \$2,369,048.00.
  2. **Ratification of Notice of Grant agreement from Houston Galveston Area Council for the Adult Education Grant starting July 1, 2019 to September 30, 2019** in the amount of \$1,187,500, and authorizing the Superintendent to implement the program. (This is the notice of grant award for the first three months of the Adult Education Grant for FY 19-20).
  3. **Out of County (renewal) contract with Fort Bend County for Records Management Services** beginning October 1, 2019 in the amount of \$3,675.00 annual membership, plus optional services.
  4. **Interlocal Agreement contract with Hunstville I.S.D. for Records Management Services** beginning July 1, 2019 in the amount of \$6000.00.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 15/039KC for Award Jackets, Screen Printing, Embroidery and Related Items with the following vendors:** Pride and Recognition, Inc. dba Balfour Company (#15/039KC-01); Butler Business Products, LLC (#15/039KC-02), and JW Drouin & Associates dba J. Harding & Company (#15/039KC-05) for the period 08/18/2019 through 08/17/2020.
  2. **Contract renewal option for job no. 15/041JN for IDIQ Construction and Maintenance (Job Order Contracting) with the following vendors:** Baseline Paving & Construction, Inc. (#15/041JN-02); Basic IDIQ, Inc. (#15/041JN-03); Construction Masters of Houston, Inc. (#15/041JN-04); E Contractors USA, LLC (#15/041JN-05); ERC Environmental & Construction Services, Inc. (#15/041JN-06); Horizon International Group, LLC (#15/041JN-08); Millennium Project Solutions, Inc. (#15/041JN-10); SETEX Facilities & Maintenance, LLC (#15/041JN-11); JR Thomas Group, Inc. (#15/041JN-12); Tommy Klein Construction, Inc. (#15/041JN-13); J.T. Vaughn Construction, LLC dba Vaughn Construction (#15/041JN-16), and Westco Ventures, LLC (#15/041JN-17) for the period 08/18/2019 through 08/17/2020.

3. **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 09/15/2019 through 09/14/2020.
4. **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), and Pitsco, Inc. (#15/052KC-08) for the period 09/15/2019 through 09/14/2020.
5. **Contract renewal option for job no. 16/015CG for Chemicals, Supplies and Related Services with the following vendor:** NAO Global Health, LLC (#16/015CG-04) for the period 09/20/2019 through 09/19/2020.
6. **Contract renewal option for job no. 16/037CG for IDIQ Lighting Supplies, Services and Installation with the following vendors:** Lee Construction & Maintenance Company dba LMC Corporation (#16/037CG-03); Spark Lighting, LLC (#16/037CG-05), and XtraLight Manufacturing, Ltd (#16/037CG-06) for the period 09/20/2019 through 09/19/2020.
7. **Contract renewal option for job no. 16/053KC for Student and Educational Travel Services with the following vendor:** STA Travel, Inc. for the period 08/16/2019 through 08/15/2020.
8. **Contract renewal for job no. 16/054JN for JOC/CSP for IDIQ Public Work Minor Construction, Maintenance, and Renovation Work with the following vendors:** Aggieland Construction (#16/054JN-01); RMB Management, LLC dba Corestone Construction Services (#16/054JN-02); EcoXstream, LLC (#16/054JN-03); Dura Pier Facilities Services, Ltd dba Facilities Sources (#16/054JN-04); Generocity Services, Inc. (#16/054JN-05); Brown & Root Industrial Services, LLC (#16/054JN-06); Lee Construction & Maintenance Company dba LMC Corporation (#16/054JN-07); Mitchell Paint & Wallcovering, Inc. dba Mitchell Contracting (#16/054JN-08); Nash Industries, Inc. (#16/054JN-09); Quad-Tex Construction, Inc. (#16/054JN-10), and The Edu-Source Corporation (#16/054JN-13) for the period 08/16/2019 through 08/15/2020.
9. **Contract renewal option for job no. 16/057KC for Promotional and Related Items with the following vendors:** 4imprint, Inc. (#16/057KC-01); Buffalo Specialties, Inc. (#16/057KC-03); Butler Business Products, LLC (#16/057KC-04); Blue Ribbon Promotions, LLC dba Calfee Specialties (#16/057KC-05); Challenge Office Products, Inc. (#16/057KC-06), and

Marketing Magic International, Ltd (#16/057KC-07) for the period 08/16/2019 through 08/15/2020.

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 09/20/2019 through 09/19/2020.
11. **Contract renewal option for job no. 17/044JN for JOC-IDIQ Electrical Services with the following vendors:** Trio Electric, LLC (#17/044JN-01), and Turner Power Systems & Contractor, LLC dba Turner Power & Construction, LLC (#17/044JN-02) for the period 09/20/2019 through 09/19/2020.
12. **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); Staffmark Investment, LLC dba Staffmark (#17/045KC-08), and The Spearhead Group, Inc. (#17/045KC-12) for the period 09/20/2019 through 09/19/2020.
13. **Contract renewal option for job no. 18/058KC for Educational Materials and Related Items with the following vendors:** Achieve3000 (#18/058KC-02); CEV Multimedia Ltd (#18/058KC-06); CodeMonkey Studios, Inc. (#18/058KC-08); Earlychildhood, LLC dba Discount School Supply (#18/058KC-09); Eric Armin, Inc. dba EAI Education (#18/058KC-11); Frog Street Press, LLC (#18/058KC-12); GameSalad, Inc. (#18/058KC-13); Kaplan Early Learning Company (#18/058KC-15); Lab Resources, Inc. (#18/058KC-16); Lakeshore Equipment Company dba Lakeshore Learning Materials (#18/058KC-17); Mentoring Minds, L.P. (#18/058KC-20); Nasco Education, LLC dba Nasco (#18/058KC-22); NWEA dba Northwest Evaluation Association (#18/058KC-23); OTC Brands, Inc. dba Oriental Trading Company, Inc. (#18/058KC-24); Peoples Education, Inc. dba Mastery Education (#18/058KC-25); Pitsco, Inc. (#18/058KC-26); Public Missiles, Limited (#18/058KC-27); QEP, Inc. dba QEP Professional Books (#18/058KC-28); Rhythm Band Instruments, LLC (#18/058KC-30); S&S Worldwide, Inc. (#18/058KC-31); Saddleback Educational, Inc. (#18/058KC-32); School Specialty, Inc. (#18/058KC-33); Studies Weekly, Inc. (#18/058KC-34); Sundance-Newbridge, LLC (#18/058KC-35); Teacher Created Materials, Inc. (#18/058KC-36); Teacher Heaven, Inc. (#18/058KC-37); VuTech Display Systems (#18/058KC-39), and Cox Subscriptions, Inc. dba WT Cox Information Services (#18/058KC-40) for the period 09/19/2019 through 09/18/2020.

14. **Contract renewal option for job no. 18/060JN for JOC-IDIQ for All Trades with the following vendors:** Atlas Universal Roofing, Inc. dba Atlas Universal, Inc. (#18/060JN-01); Business Flooring Specialists, LP (#18/060JN-03); Cary Services, Inc. (#18/060JN-04); Choice! Energy Services Retail LP dba Choice! Energy Management (#18/060JN-05); Cook Mechanical, Inc. (#18/060JN-06); D&G Quality Roofing, Inc. (#18/060JN-07); Dura Pier Facilities Services, Ltd dba Facilities Sources (#18/060JN-08); Foster Fence, Ltd (#18/060JN-10); Emcor-Gowan, Inc. dba Gowan, Inc. (#18/060JN-11); J.R. Jones Roofing, Inc. (#18/060JN-12); Lee Construction & Maintenance Company dba LMC Corporation (#18/060JN-13); Reliable Commercial Roofing Services, Inc. (#18/060JN-14); SETEX Facilities & Maintenance, LLC (#18/060JN-15); Unify Energy Solutions, LLC (#18/060JN-16), and Westco Ventures, LLC (#18/060JN-17) for the period 09/19/2019 through 09/18/2020.
15. **Contract renewal option for job no. 18/061JN for JOC-IDIQ Modular Buildings and Related Items with the following vendors:** Aries Building Systems, LLC (#18/061JN-01); Dura Pier Facilities, LTD dba Facilities Sources (#18/061JN-02); GroundFORCE Building Systems, LLC (#18/061JN-03), and JR Thomas Group, Inc. (#18/061JN-04) for the period 08/15/2019 through 08/14/2020.
16. **Contract award for job no. 19/035KD for Medical and Veterinary Supplies, Safety Equipment & Services with the following vendors:** Henry Schein Inc. (#19/035KD-01); Performance Health Supply Inc. dba Medco Supply, Masune & Surgical Supply Services (#19/035KD-02); Sid Tool Company Inc. dba MSC Industrial Supply Company, Inc. (#19/035KD-03); NAO Global Health, LLC (#19/035KD-04); Texas Health Supply, Inc. dba Prime Medical Store (#19/035KD-05), and School Health Corporation (#19/035KD-06) for the period 07/17/2019 through 07/16/2020.
17. **Contract award for job no. 19/038KC for STEM & CTE Materials and Related Items with the following vendors:** Accelerate Learning, Inc. (#19/038KC-01); Marie Bou K12, Inc. (#19/038KC-02); MatlScience, Inc. (#19/038KC-03); Microburst Learning, LLC (#19/038KC-04); TCC Learning, LLC (#19/038KC-05); Teaching Systems, Inc. (#19/038KC-06); Texas Pride Marketing (#19/038KC-07); The Burmax Company, Inc. (#19/038KC-08); Neuron Fuel, Inc. dba Tynker (#19/038KC-09), Vista School Resources, Inc. (#19/038KC-10) for the period 07/17/2019 through 07/16/2020.
18. **Contract award for job no. 19/039TJ for Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares, and Related Items and Service with the following vendors:** 1st Choice Restaurant Equipment & Supply, LLC (#19/039TJ-01); Ace Mart Restaurant Supply Company, Inc. (#19/039TJ-02); American Vending Sales dba AVS Companies

(#19/039TJ-03); TAI HING CORPORATION dba Budget Restaurant Supply (#19/039TJ-04); Greenwich Inc dba Commercial Kitchen Parts and Service (#19/039TJ-05); Coolers Incorporated (#19/039TJ-06); Heritage Food Service Group, Inc. (#19/039TJ-07); ITW Food Equipment Group, LLC dba Hobart Service\* (#19/039TJ-08); Innoseal Systems Inc (#19/039TJ-09); ISI Commercial Refrigeration, LLC (#19/039TJ-10); Tari, Inc. dba Jeans Restaurant Supply (#19/039TJ-11); Kitchen Resources, L.P. (#19/039TJ-12); Terry Woodard Enterprises, LLC dba Kommercial Kitchens (#19/039TJ-13); Liber Holdings LLC (#19/039TJ-14); Pasco Brokerage Inc. (#19/039TJ-15) Refrigeration Technologies, LLC (19/039TJ-16) ; Jennifer Chapman dba School Food Service Innovations, LLC (19/039TJ-17); Crazy Cousins, Inc. dba Shepherd Food Equipment, Crazy Stainless and SFE Service (19/039TJ-18); and The Edu-Source Corporation (19/039TJ-19) for the period 08/01/2019 through 07/31/2020.

\*pending HCDE approval of contract deviations

19. **Consider approval of Service Contract for job no. 18/034MR for Choice Contracted Services with the following vendor:** Ann Marie Harbour not to exceed \$80,000 including reimbursable expenses for the period of 08/01/2019 through 08/31/2020.
  20. **Consider approval of Service Contracts for job no. 19/029KJ for Choice Partners Consulting Services with the following vendors:** Elder Consulting in an amount not to exceed \$71,000 including reimbursable expenses, and F&S Calhoun Consulting, Inc. in an amount not to exceed \$71,000 including reimbursable expenses for the period of 09/01/2019 through 08/31/2020.
  21. **HCDE Interlocal Agreements with:** City of New Braunfels, New Braunfels, Texas; Mansfield ISD (Signature Update Only), Mansfield, Texas; City of Richwood, Richwood, Texas; Young County, Graham, Texas; Magnolia ISD (Signature Update Only), Magnolia, Texas, and TeamTeach NFP, Carbondale, Illinois.
- E. Consider approval of the following items for Internal Purchasing:
1. **Renewal options for job no. 15/050KJ for Business Consulting Services for Harris County Department of Education with the following vendors:** edOpp Solutions, LLC and Weber Services, for the period of 08/18/2019 through 08/17/2020.
  2. **Renewal options for job no. 15/055KJ for Instructional Support Contracted Services for Harris County Department of Education with**



**the following vendors:** edOpp Solutions LLC, Lead4ward LLC and Susan Everett for the period of 08/18/2019 through 08/17/2020.

3. **Renewal option for job no. 15/056KJ for Disabilities Consulting Services with the following vendor:** Julie Smith for the period of 08/18/2019 through 08/17/2020.
4. **Renewal options for job no. 16/047YR-1 for Head Start Trainers and Consultants for HCDE with the following vendors:** Teachstone Training, LLC; Dr. Mary E. White International; and Creatively Inspired Communications for the period of 08/16/2019 through 08/15/2020.
5. **Renewal option for job no. 16/055LB for Online Afterschool Database Management for the CASE division of HCDE with the following vendor:** Cityspan Technologies for the period of 08/16/2019 through 08/15/2020.
6. **Renewal options for Job. No. 17/046MR Playground Equipment and Supplies with the following vendors:** Adventure Playground Systems, Hunter Kneppshield of Texas, Inc, and Kaplan Early Learning Company for the period of 08/16/2019 through 08/15/2020.
7. **Renewal options for job no. 18/049YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** Alliance Financial Ministries, Inc.; Animation Station Inc, dba American Robotics Academy; Baker Ripley; Braids N Beads; Color of Life Community Resource & Activity Center; For the Children Consulting; Healing Species of Texas; Houston Healthy Hip Hop; Houston Museum of Natural Science; Jump Bunch; Little Scientist, Inc. dba Mad Science of Houston; Nexlore USA; Nutty Scientist of Houston; STEM Urban Perspective; Teen Truth, LLC; Urban Harvest, Inc.; Writers in the Schools; Young Picassos; and Zenith Learning for the period of 08/15/2019 through 08/14/2020.
8. **Contract award for job no. 19/023IA Contracted Services for the Center for Safe and Secure Schools to the proposer offering the best value to HCDE and meeting the specifications outlined in the RFP:** Heartwork Trending Counseling & Consulting Services, PLLC and Jerry Gaither Enterprise for the period of 08/01/2019 through 07/31/2024 (subject to annual appropriations of funding).
9. **Contract award for job no. 19/013IA-2 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:** ABRAKADOODLE (ARTESTA LLC); America's Foundation for Chess;

Arts Alive! Inc. (ARTS ALIVE!); Dance Houston; Girls on the Run Greater Houston; Houston Center for Photography; Houston E.A. Foundation; KEW Learning Academy; Legends Do Live; Look to Success, LLC (Michelle Lee Pina); Safe Place Outreach; Sisters Empowering S.I.S.T.A.S., Inc.; Solel International; The K.N.E.W. Solutions (Keschia Matthews); Thriv & GROE Academy, LLC; Visual Arts Productions; Writers in the Schools; Yamp Records LLC and Young Audiences of Houston (Young Audiences, Inc. of Houston) for the period of 08/1/2019 through 07/31/2024.

F. Consider approval of the following Revenue Agreements:

1. **Consider approval of Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$1,082,218 with Academic and Behavior School East** with the following districts: Dayton ISD for seven (7) in-county annual contracts in the amount of \$144,235 (\$20,605 each); Goose Creek CISD for fifteen (15) in-county annual contracts in the amount of \$309,075 (\$20,605 each); Splendora ISD for three (3) out of-county annual contracts in the amount of \$71,559 (\$23,853 each); Spring ISD for twelve (12) in-county annual contracts in the amount of \$247,260 (\$20,605 each); Texas City ISD for thirteen (13) out of-county annual contracts in the amount of \$310,089 (\$23,853) for the contract period of 8/26/19 through 06/05/20.
2. **Consider approval of Interlocal (revenue) contract for FY 2020 in the aggregate amount of \$914,459 with Highpoint East with the following districts:** Aldine ISD for nineteen (19) in-county annual contracts in the amount of \$190,931 (\$10,049 each); Channelview ISD for thirty-eight (38) in-county annual contracts in the amount of \$381,862 (\$10,049 each); Deer Park ISD for ten (10) in-county annual contracts in the amount of \$100,490 (\$10,049 each); Galena Park ISD for five (5) in-county annual contracts in the amount of \$50,245 (\$10,049 each); Sheldon ISD for nineteen (19) in-county annual contracts in the amount of \$190,931 (\$10,049 each) for the contract period of 8/26/19 through 06/05/20.

8. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider adoption of the Harris County Department of Education FY 2019-2020 Proposed Annual Budget totaling \$128,418,154; \$60,114,801** for the General Fund, \$40,474,974 for the Special Revenue Fund, \$2,917,611 for the Debt Service Fund, \$14,416,869 for the Capital Projects Fund, \$5,585,951 for the Internal Service Fund, \$4,907,948 for the Enterprise Fund. The adoption of this budget also incorporates the 2019-2020 proposed salary increases and schedules.

*Motion made by Danny Norris, seconded by Richard Cantu to adopt the Harris County Department of Education FY 2019-2020 Proposed Annual Budget totaling \$128,418,154; \$60,114,801 for the General Fund, \$40,474,974 for the Special Revenue Fund, \$2,917,611 for the Debt Service Fund, \$14,416,869 for the Capital Projects Fund, \$5,585,951 for the Internal Service Fund, \$4,907,948 for the Enterprise Fund. The adoption of this budget also incorporates the 2019-2020 proposed salary increases and schedules.*

*Motion passes 5-2 with Josh Flynn and Mike Wolfe voting nay.*

- B. Consider assigning a member of the HCDE Board as the Texas Association of School Boards (TASB) delegate** and another as the alternate for the TASB annual assembly, to be held in conjunction with the TASA/TASB Convention September 20-22, 2019, in Dallas, Texas.

*Danny Norris volunteered to serve as the delegate, and Mike Wolfe volunteered to serve as the alternate.*

*Motion made by Danny Norris, seconded by Mike Wolfe to assign Danny Norris as the TASB delegate and Mike Wolfe as the TASB alternate delegate.*

*Motion passes 6-0-1 to assign, with Eric Dick abstaining.*

- C. Consider first reading of the following revised local policies:**

1. BBD(LOCAL)
2. CAA(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)

*Motion made by Don Sumners, seconded by Mike Wolfe to table the first reading until after a policy committee meeting is held.*

*Motion passes with 7-0 voting to table the first reading.*

- D. **Amendment #1 to Houston ISD Service agreement (expenditure) contract for FY 2019** in the aggregate amount not to exceed \$147,000 with Houston ISD to increase the amount from \$135,000 to not exceed \$147,000 for student food services for the period of October 1, 2018 to August 31, 2019.

*Motion made by Don Sumners, seconded by George Moore to approve Amendment #1 to Houston ISD Service agreement (expenditure) contract for FY 2019 in the aggregate amount not to exceed \$147,000 with Houston ISD to increase the amount from \$135,000 to not exceed \$147,000 for student food services for the period of October 1, 2018 to August 31, 2019.*

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

- E. **Interlocal (revenue) contract for Center for Safe and Secure Schools with Spring Branch Independent School District** to conduct safety audits in the amount of \$82,050, effective when all parties have executed this agreement through 06/30/2020.

*Motion made by George Moore, seconded by Danny Norris to approve an Interlocal (revenue) contract for Center for Safe and Secure Schools with Spring Branch Independent School District to conduct safety audits in the amount of \$82,050, effective when all parties have executed this agreement through 06/30/2020.*

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

- F. **Consider approval of the 2018-2019 HCDE Head Start Self-Assessment Report and Growth Plan**

*Motion made by Richard Cantu, seconded by Danny Norris to approve the 2018-2019 HCDE Head Start Self-Assessment Report and Growth Plan.*

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

- G. **Consider approval of Master Job Order contract for a fence installation project** at the ABS East campus with Foster Fence (RFP # 18/060JN-10) in an amount of \$73,830.

*Motion made by George Moore, seconded by Danny Norris to approve the Master Job Order contract for a fence installation project at the ABS East campus with Foster Fence (RFP # 18/060JN-10) in an amount of \$73,830.*

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

- H. **Consider approval of Master Job Order contract for the High Point East Middle School Gym Interior Finishes** project with Facilities Sources (RFP# 16/054JN-04) in the amount of \$72,180.63.

*Motion made by Danny Norris, seconded by George Moore to approve the Master Job Order contract for the High Point East Middle School Gym Interior Finishes project with Facilities Sources (RFP# 16/054JN-04) in the amount of \$72,180.63.*

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

- I. **Discussion and possible action to fill HCDE Trustee Postition 1, Precinct 2. (Agenda item requested by Trustees Cantu, Norris and Dick).**

*George Moore left the room at 2:19 p.m.*

*Mike Wolfe requested to obtain legal advice on this item in Closed Session.*

*The board entered into Closed Session at 2:20 p.m.*

9. **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: Chapter 21 Contract**

A-6 Curriculum and Compliance Officer, Educator Certification and Advancement

A-4 Special Projects Manager, Teaching and Learning Center

- Employment: Non-Chapter 21 Contract**

A-7 Chief Accounting Officer, Business Services

A-6 Director, Center for Safe and Secure Schools

A-7 Director, Communications and Creative Services

- B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.

*The board entered into Open Session at 3:00 p.m.*

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

- A. **Employment: Chapter 21 Contract**

- A-6 Curriculum and Compliance Officer, Educator Certification and Advancement

- A-4 Special Projects Manager, Teaching and Learning Center

- Employment: Non-Chapter 21 Contract**

- A-7 Chief Accounting Officer, Business Services

- A-6 Director, Center for Safe and Secure Schools

- A-7 Director, Communications and Creative Services

*Employment contract for A-6 Curriculum and Compliance Officer, Educator Certification and Advancement was removed from the agenda by Administration.*

*Motion made by Danny Norris, seconded by Don Sumners to approve the employment contracts, with the exception of A-6 Curriculum and Compliance Officer, Educator Certification and Advancement.*

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

*George Moore left the meeting at 3:02 p.m. and did not return.*

- 8. I. **Discussion and possible action to fill HCDE Trustee Position 1, Precinct 2. (Agenda item requested by Trustees Cantu, Norris and Dick).**

*Motion made by Danny Norris to request that the Harris County Attorney's Office submit a request for an opinion from the Office of the Attorney General regarding the applicability of Texas Education Code section 11.060(d), which is the 180-day requirement for ISDs to fill a board vacancy, and whether that statute applies to HCDE.*

*Motion passes with 4-2 voting to request, with Eric Dick and Richard Cantu voting nay.*

*Motion made by Mike Wolfe, seconded by Don Sumners to adjourn meeting.*

*No action taken on motion due to 3-3 vote on the motion to adjourn, with Eric Dick, Danny Norris, and Richard Cantu voting nay.*

*Motion made by Mike Wolfe, seconded by Don Sumners to nominate Thomas Cottar to Position 1, Precinct 2.*

*Motion made by Danny Norris, seconded by Eric Dick to nominate Sherrie Matula to Position 1, Precinct 2.*

*Motion made by Eric Dick, seconded by Danny Norris to nominate Jack Morman to Position 1, Precinct 2.*

*Motion made by Richard Cantu, seconded by Eric Dick to nominate Marvin Morris to Position 1, Precinct 2.*

*No action taken on motion to nominate Thomas Cottar due to 3-3 vote, with Eric Dick, Danny Norris, and Richard Cantu voting nay.*

*Motion to nominate Sherrie Matula fails with 2-4 voting to approve the nomination, with Eric Dick, Mike Wolfe, Don Sumners, and Josh Flynn voting nay.*

*Motion to nominate Jack Morman fails with 1-5 voting to approve the nomination, with Mike Wolfe, Don Sumners, Josh Flynn, Danny Norris, and Richard Cantu voting nay.*

*No action taken on motion to nominate Marvin Morris due to 3-3 vote, with Josh Flynn, Don Sumners, and Mike Wolfe voting nay.*

## 11. **INFORMATION ITEMS**

### A. **Human Resources Information Items**

### B. **June 2019 Employee Count**

### C. **Submission of a \$7,000 grant request to the Strake Foundation to support CASE for Kids All-Earth Ecobot Challenge in 2019-2020.**

### D. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$469,565):**

- Between Teaching Learning Center and Cypress-Fairbanks ISD - "Misconceptions in Elementary Sciences", \$2,400.
- Between Teaching Learning Center and Alief ISD - "2 Days of Deep Dive in the New TEKS for Secondary ELA, \$2,700.

- Between Teaching Learning Center and New Caney ISD - "Power Up Sessions", \$2,250.
- Between Teaching Learning Center and Goose Creek CISD - "Professional Learning Mathematic Workshops" \$8,340.
- Between Teaching Learning Center and Sheldon ISD - Curriculum Writing, \$4,000.
- Between Teaching Learning Center and Sheldon ISD - Professional learning support for SLAR Standards, \$7,200.
- Between Teaching Learning Center and Stafford MSD - Presenting "Dive in the new ELAR TEKS", \$5,000.
- Between Teaching Learning Center and Pearland ISD - "Experimental Investigations", \$1,200.
- Between Teaching Learning Center and Goose Creek Consolidated ISD - ELAR TEKS, \$3,750.
- Between Teaching Learning Center and Cypress-Fairbanks ISD - Small group instruction for high school classroom, \$3,750.
- Between Teaching Learning Center and Sheldon ISD - Make and Take materials, \$17,500.
- Between Teaching Learning Center and Alief ISD - Improving ELL writing and reading, \$1,250.
- Between Teaching Learning Center and Sheldon ISD - New ELA TEKS, \$8,000.
- Between Teaching Learning Center and Texas Chemical Council - Science & Industry, \$3,400.
- Between Teaching Learning Center and Waller ISD - Science Curriculum Alignment, \$2,000.
- Between Teaching Learning Center and Waller ISD - Deep Dive in the new TEKS, ELAR, SLAR, \$1,250.
- Between Teaching Learning Center and Fort Bend ISD - Training on Guided Reading Reboot, \$1,000.
- Between Teaching Learning Center and Waller ISD - Math workshops for teachers, \$5,000.
- Between School Based Therapy Services and Royal ISD - Physical Therapy, \$12,768.
- Between School Based Therapy Services and KIPP Texas - Occupational and Physical therapy, \$37,800.
- Between School Based Therapy Services and Barbers Hill ISD - Music Therapy, \$10,108.
- Between School Based Therapy Services and YES Prep - Physical and Occupational therapy, \$14,460.
- Between School Based Therapy Services and School of Science and Technology - Physical Therapy, \$2,375..
- Between School-Based Therapy Services and KIPP Texas - Therapy Service, \$40,284.



- Between School-Based Therapy Services and Galena Park ISD - Physical, Music, & Occupational Therapy, \$4,820.
- Between ABS East and Goose Creek Consolidated ISD - Student contract, \$15,600.
- Between ABS East and Shepherd ISD - Student contract, \$5,500.
- Between ABS East and Harmony Public Schools - Student contract \$20,300.
- Between ABS East and Alvin ISD - Student contract , \$5,500.
- Between ABS East and Liberty ISD - Student contract, \$47,706.
- Between ABS East and Shepherd ISD - Student contract, \$23,853.
- Between ABS East and Hitchcock ISD - Student contract, \$23,853.
- Between Fortis Academy and Aldine ISD - Student contract, \$43,750.
- Between Highpoint School East and Barbers Hill ISD - Student contract, \$33,192.
- Between ABS West and Brenham ISD - Student contract, \$47,706.

**E. Non-monetary contracts for FY 2019**

- Between Adult Education and Cleveland ISD - Location for Adult Education classes.
- Between Adult Education and Dayton ISD - Location for Adult Education classes.
- Between Adult Education and Deer Park ISD - Location for Adult Education classes.
- Between Adult Education and Liberty ISD - Location for Adult Education classes.
- Between Adult Education and Industrial Welding Academy - Location for Adult Education classes.
- Between Adult Education and Rich Products - Location for Adult Education classes.
- Between Center for Safe and Secure Schools and Staar Commonwealth - Trauma and Resilience Conference.
- Between School Division and University of Houston - College work study.
- Between CASE and Showcase Kingwood - (MOU) Provide college fair at HCDE.

**F. HCDE Head Start USDA Meal Totals for the month of April 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.

**G. HCDE Head Start Performance Report for the month of May 2019**

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, August 21, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

*Motion made by Mike Wolfe, seconded by Danny Norris to adjourn meeting.*

*Motion passes with 5-0-1 voting to adjourn with Eric Dick abstaining.*

*Meeting adjourned at 3:15 p.m.*

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Board President

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Board Secretary