

**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 **16th day of December 2020 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
December 16, 2020
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held December 16, 2020, 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** - Janice Owolabi, Center for Safe and Secure Schools
2. **Pledge of Allegiance to the US flag** - Lisa Thompson Caruthers, CASE for Kids
3. **Pledge of Allegiance to the Texas flag** - Lisa Thompson Caruthers, CASE for Kids
4. **Open Forum** - Gov't Code 551.003 (5) - Public Participation. Pursuant to Policy BED (Local), a citizen who wishes to speak may do so by completing a participation request card available at the Board room at least 10 minutes prior to a regular Board meeting.
5. **Reports and presentations:**
 - A. **Annual Update from Center for Safe and Secure Schools** - Julia Andrews, Director
 - B. **Annual Update from CASE for Kids** - Lisa Caruthers, Director
 - C. **Superintendent Monthly Report** - James Colbert, Jr.
 - D. **Report of the Board Feasibility Subcommittee** - Richard Cantu
 - E. **Announcement of awards from the Government Finance Officers Association (GFOA)** for the HCDE Budget for Fiscal Year 2019-2020, and for Fiscal Year 2018-2019.
 - 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.
 - G. **Monthly Financial Reports through 11/30/2020** - Jesus Amezcua, Assistant Superintendent for Business Services
6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. November Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for November 2020.

B. Consider approval of the following Board Meeting Minutes:

1. 11-18-2020 Regular Board Meeting
2. 11-18-2020 Policy Committee Meeting
3. 11-18-2020 Audit Committee Meeting

C. Consider acceptance of the following grant awards:

1. **Consider approval of grant application to Texas Council for Developmental Disabilities in the amount of \$7,500 to support School-Based Therapy Services'** training on attention deficit hyperactivity disorder (ADHD) and related disorders. The training is scheduled for April 14, 2021 and will serve over 160 occupational, physical and music therapists and other Harris County Department of Education personnel.
2. **Consider acceptance of the Notice of Award (NOA) 06CH011535-02-00 from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the Head Start Division in the amount of \$6,113,791 for the budget period of 01/01/2021 through 12/31/2021.**

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

1. **Consider approval of CASE for Kids' sponsorship of non-employees professional development per Houston-Galveston Area Council (H-GAC) interlocal with HCDE for the period 01/06/2021 through 09/30/2021.** As per the agreement with H-GAC, CASE for Kids will utilize H-GAC Quality Service funding to cover the expenses of non-employees' professional development for out-of-school time community collaborators.
2. **Consider ratification of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$329,680 with Academic and Behavior School East** with the following district(s): Clear Creek ISD for sixteen (16) in-county annual contracts in the amount of \$329,680 (\$20,605 each) for the contract period of 08/24/2020 through 06/03/2021.
3. **Consider ratification of Interlocal (revenue) contract** for FY 2021 in the aggregate amount of \$524,766 with Academic and Behavior School West with the following district(s): Fort Bend ISD for twenty-two (22) out-of-county annual contracts in the amount of \$524,766 (\$23,853 each) for the contract period of 08/24/2020 through 06/03/2021.
4. **Consider ratification of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$190,931 with Highpoint School East** with the following district: Sheldon ISD for nineteen (19) in-county annual contracts in the amount of \$190,931 (\$10,049 each) for the contract period of 8/24/20 through 06/03/21.

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

1. **Consider approval of 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 02/28/2021 through 02/27/2022.
2. **Consider approval of 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. dba ERC (#17/020CG-05); Dura Pier Facilities Services, Ltd dba Facilities Sources (#17/020CG-06); Maintenance Solutions, Inc. (#17/020CG-10); Millennium Project Solutions, Inc. (#17/020CG-12); Tarkett, USA Inc. (fka Tandus Centiva, US LLC) (#17/020CG-15), and BR Kym, Inc. dba Worth Hydrochem of Houston (#17/020CG-16) for the period 02/28/2021 through 02/27/2022.
3. **Consider approval of contract renewal option for job no. 17/021KC for Academic Programs for QZAB Projects with the following vendors:** Education Galaxy, LLC (#17/021KC-04); 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 02/28/2021 through 02/27/2022.
4. **Consider approval of contract renewal option for job no. 18/029JN for JOC-IDIQ for Minor Construction with the following vendors:** Blackmon Mooring of Texas, LLC (#18/029JN-01); Centennial Moisture Control, Inc. (#18/029JN-02); Falkenberg Construction Company, Inc. (#18/029JN-03); Floors 2 Adore, LLC (#18/029JN-04); Mid-Continental Restoration Company, Inc. (#18/029JN-06); Radius Design Works, LLC (#18/029JN-09); SDB, Inc. dba SDB Contracting Services (#18/029JN-11); Sterling Structures, Inc. (#18/029JN-12); Pounds Group, LLC dba Sullivan Contracting Services (#18/029JN-13), and The Fence Lady, Inc. (#18/029JN-14) for the period 02/28/2021 through 02/27/2022.
5. **Consider approval of contract renewal option for job no. 19/011MR for JOC-IDIQ for Athletic Surfaces and Related Items with the following vendors:** FieldTurf, USA, Inc. (#19/011MR-02) for the period 02/27/2021 through 02/26/2022.
6. **Consider approval of contract renewal option for job no. 19/012KC for Graduation, Yearbooks, Commemoratives & Related Items with the following vendors:** Pride and Recognition, Inc. dba Balfour Company (#19/012KC-01); Taylor Publishing Company dba Balfour Publishing (#19/012KC-02); Friesens Corporation (#19/012KC-03), and Inter-State Studio & Publishing Company (#19/012KC-04) for the period 02/27/2021 through 02/26/2022.
7. **Consider approval of contract renewal option for job no. 19/015MR for M&O Parts and Equipment with the following vendors:** Acme Architectural Hardware (#19/015MR-01), and Infection Controls, Inc. dba GermBlast (#19/015MR-06) for the period 02/27/2021 through 02/26/2022.
8. **Consider approval of contract renewal option for job no. 20/017MR for JOC-IDIQ for Minor Construction with the following vendors:** A & I Custom Manufacturing, LLC (#20/017MR-01); Baseline Paving & Construction, Inc. (#20/017MR-02); Basic IDIQ (#20/017MR-03); Belfor USA Group, Inc. dba Belfor Property Restoration (#20/017MR-04); Construction Masters of Houston, Inc. (#20/017MR-05); CORE Construction Services of Texas, Inc. (#20/017MR-06); DivisionOne Construction (#20/017MR-07); E Contractors USA,

LLC (#20/017MR-08); ERC Environmental & Construction Services, Inc. dba ERC (#20/017MR-09); Horizon International Group, LLC (#20/017MR-10); JC Stonewall Constructors, LP (#20/017MR-11); JR Thomas Group, Inc. (#20/017MR-12); Millennium Project Solutions, Inc. (#20/017MR-14); Nash Industries, Inc. (#20/017MR-15); SETEX Facilities & Maintenance, LLC (#20/017MR-17); Texas General Contractors, Inc. (#20/017MR-18); Tommy Klein Construction, Inc. (#20/017MR-19); J.T. Vaughn Construction, LLC dba Vaughn Construction (#20/017MR-20), and Westco Ventures, LLC (#20/017MR-21) for the period 02/26/2021 through 02/25/2022.

9. **Consider approval of a contract renewal option for job no. 20/018MJ for JOC-IDIQ for Trades with the following vendors:** Accutek Technologies, Inc. (#20/018MJ-01); Ally Roofing Services, LLC (#20/018MJ-02); Baker-Jones Company, Inc. (#20/018MJ-03); Cavalry Construction, Co., Inc. (#20/018MJ-04); CEC Facilities Group, LLC (#20/018MJ-05); Chamberlin Houston, LLC dba Chamberlin Roofing and Waterproofing (#20/018MJ-06); D&G Quality Roofing, Inc. (#20/018MJ-07); D7 Roofing & Metal, LLC (#20/018MJ-08); QSS, L.C. dba Quality Security Systems (#20/018MJ-09), and Wylie Construction Services, LLC (#20/018MJ-10) for the period 02/26/2021 through 02/25/2022.
10. **Consider approval of Contract Renewal option for job no. 20/024MR for Charter Bus Rentals, Alternative Transportation & Car Rentals with the following vendors:** GBJ, Inc. dba AFC Transportation (#20/024MR-01); Hopskipdrive, Inc. (#20/024MR-02), and Zum Services, Inc. (#20/024MR-03) for the period 02/26/2021 through 02/25/2022.
11. **Consider approval of Contract Renewal option for job no. 20/026MR for Custodial Cleaning Services with the following vendors:** 1 Stone Solutions, LLC (#20/026MR-01); Caring Commercial Cleaning, Inc. (#20/026MR-02); McLemore Building Maintenance, Inc. (#20/026MR-03); Soji Services, Inc. dba Metroclean Commercial Building Services (#20/026MR-04), and The Kings Southern Division, LLC (#20/026MR-05) for the period 02/26/2021 through 02/25/2022.
12. **Consider approval of assignment of contract for job no. 18/058KC-33 for Education Materials and Related Items** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
13. **Consider approval of assignment of contract for job no. 18/075KD-15 for Custodial Supplies and Services** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
14. **Consider approval of assignment of contract for job no. 19/025KD-10 for Office Supplies from School Specialty, Inc. to School Specialty, LLC.** The effective date of the Consent for Assignment is December 16, 2020.
15. **Consider approval of assignment of contract for job no. 19/033MJ-18 for Furniture, Fixtures, Equipment (FFE) and Related Items** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
16. **Consider approval of assignment of contract for job no. 20/002KD-09 for Art Supplies & Related Items for 2020-2022 Supply Catalog** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
17. **Consider approval of assignment of contract for job no. 20/003KD-06 for Athletic-Playground Supplies & Related Items for 2020-2022 Supply Catalog** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.

18. **Consider approval of assignment of contract for job no. 20/004KD-05 for Classroom Teaching Supplies & Related Items for 2020-2022 Supply Catalog** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
19. **Consider approval of assignment of contract for job no. 20/008KD-06 for Office Supplies & Related Items for 2020-2022 Supply Catalog** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
20. **Consider approval of assignment of contract for job no. 20/051SG-09 for Scientific Equipment and Related Items** from School Specialty, Inc. to School Specialty, LLC. The effective date of the Consent for Assignment is December 16, 2020.
21. **Consider approval of the Contract Award for job no. 21/016KN for Educational/Instructional Software and Related Items with the following vendors:** Chavez & Associates, Inc. dba AC Language School (#21/016KN-01); DigitalDesk, Inc. (#21/016KN-02); EdTech Games, LLC (#21/016KN-03); Education Associates, Inc. (#21/016KN-04); Ellevation, Inc. (#21/016KN-05); Exploros, Inc. (#21/016KN-06); Footsteps2Brilliance, Inc. (#21/016KN-07); The Goodheart-Wilcox Company, Inc. dba Goodheart-Wilcox Publisher (#21/016KN-08); iLearn, Inc. (#21/016KN-09); Imagination Station, Inc. dba Istation (#21/016KN-10); ProLogic ITS, LLC (#21/016KN-11); Rosetta Stone, Ltd (#21/016KN-12); SanJae Educational Resources, Inc. (#21/016KN-13); Summit K12 Holdings, Inc. (#21/016KN-14), and Testout Corporation (#21/016KN-15) for the period 12/16/2020 through 12/15/2021.
22. **Consider approval of the Contract Award for job no. 21/018MR for Grease Traps Cleaning and Related Services with the following vendors:** RUJO Services, LLC dba RUJO Hood Cleaning (#21/018MR-01); WRM Company dba SouthWaste Disposal, LLC (#21/018MR-02), and American Allwaste, LLC dba Wastewater Transport Services (#21/018MR-03) for the period 12/16/2020 through 12/15/2021.
23. **HCDE Interlocal Agreements with:** San Jacinto River Authority (Signature Only), Conroe, Texas; Pasadena ISD (Signature Only), Pasadena, Texas; Port Arthur Housing Authority, Port Arthur, Texas; Mabank ISD, Mabank, Texas; City of Johnson City, Johnson City, Texas, and London ISD, Corpus Christi, Texas.

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

- A. **Consider approval of the proposed Annual Budget Calendar for FY 2021-2022.**
- B. **Consider second reading and final approval of the following revised local policies:**
 - a. BF (Local)
 - b. DED (Local)
 - c. DMD (Local)
 - d. FD (Local)
 - e. FFG (Local)
 - f. FFG (Exhibit)
 - g. FNG (Local)
 - h. GF (Local)

- C. **Consider approval of Interlocal Agreement with the Harris County Sheriff's Office for FY2021 and FY2022 for law enforcement services provided to the Schools Division for the following campuses:** 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 (\$74,367 per deputy) from 03/01/2021 through 02/28/2022 in an amount not to exceed \$520,569.
- D. **Consider approval of Change Order to contract with ERC (job no. 20/017-09) for the installation of a Sump Pump with Pit Flood Alarm in the amount of \$29,295** and to extend the substantial completion deadline of the modernization of the elevators project at 6005 Westview by 181 days from 01/01/2021 to 06/30/2021 due to production and delivery delays resulting from the COVID-19 pandemic. Funds will be rolled forward and amended to FY 20-21 Budget.
- E. **Consider approval to purchase Microsoft campus license agreement** from CDW-G (Job No. 18/056KD-13) in an amount not to exceed \$300,000.
- 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, Superintendent's evaluation and contract.
 - B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- 9. **RECONVENE** for possible action on items discussed in executive session
 - A. Possible action regarding Superintendent's contract
- 10. **Discussion and possible action regarding future agenda items**
- 11. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **Employee Count**
 - C. **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 three collaborators as part of our Houston- Galveston Area Council (H-GAC) contract.
 - D. **Submission of grant proposal to Nordstrom Cares in the amount of \$5,000 via Education Foundation of Harris County** to support CASE for Kids' CASE Debates program. Requested funds will provide debate opportunities for 300 high school students in the Harris County area.

- E. **In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a sponsorship request** of \$1,000 to H-E-B to support The Teaching and Learning Center's 35th Annual R.T. Garcia Early Childhood Winter Conference scheduled virtually for Saturday, January 30, 2021.
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, January 20, 2021, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

A handwritten signature in blue ink, reading "James Colbert, Jr.", is centered on the page. The signature is fluid and cursive, with a large initial "J" and a distinct "C" for "Colbert".

James Colbert, Jr.
County School Superintendent