

**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 **17th day of June 2020 at 1:00 p.m.** for the Board to conduct the business of that meeting. Such a meeting is a **REGULAR BOARD MEETING**.

Texas Governor Greg Abbott temporarily suspended a number of open meetings provisions in response to the COVID-19 pandemic, allowing government entities, including HCDE, to conduct meetings by telephone or videoconference. Notice is hereby given that HCDE intends to conduct this regular meeting via videoconference. As required by the temporary suspension, HCDE:

- * Has provided online written notice containing a free-of-charge videoconference link, as well as an electronic copy of any agenda packet, before conducting this meeting via videoconference; specifically, the public may use the following free-of-charge videoconference link:<https://us02web.zoom.us/j/83393980036?pwd=dU5kUWJWUWUdnL3NRVzUxMEkwRVJtQT09>; Meeting ID: 833 9398 0036; Password: 0f4pjp
- * Will provide the public with access and a means to participate in the called meeting; and
- * Will provide the public with access to a recording of the 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
June 17, 2020
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held June 17, 2020, beginning at 1:00 p.m. via videoconference.

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** - Richard Cantu, Board Trustee
2. **Pledge of Allegiance to the US flag** - Mike Wolfe, Board Trustee
3. **Pledge of Allegiance to the Texas flag** - Mike Wolfe, Board Trustee
4. **Public Comment** - In lieu of a public appearance at the Board Meeting, members of the public may submit written comments to the Board via email prior to the beginning of the meeting addressed to publiccomment@hcde-texas.org, which will be provided to the Board. In your email, please state your name, address, topic, and comment.
5. **Reports and presentations:**
 - A. **Superintendent Monthly Report** - James Colbert, Jr.
 - B. **Report of the Board Feasibility Subcommittee** - Don Sumners
 - C. **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.
 - D. **Monthly Financial Reports through 05/31/2020**- Jesus Amezcua, Assistant Superintendent for Business Services
6. **ACTION ITEMS - CONSENSUS**
 - A. Consider approval of the following Business Services items:
 1. Monthly Disbursement Report
 2. Monthly Budget Amendment Report
 3. Monthly Investment Report for May 2020
 - B. Consider approval of the following Board Meeting Minutes:
 1. 5-20-2020 Regular Board Meeting

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

1. **Interlocal (revenue) contract for FY 2021 for School-Based Therapy Services in the aggregate amount of \$401,144.50 with School-Based Therapy Services** and Spring Branch ISD (200 students served in FY19) in the amount of \$401,144.50.

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

1. **Contract award for job no. 20/036TP Commercial Food Distributor with the following vendors:** Gordon Food Service, Inc. (20/36TP-01), and Labatt Institutional Supply Company dba Labatt Food Service (20/36TP-02) for the period of 08/01/2020 through 07/31/2021.
2. **Contract renewal option for job no. 16/052JN for Retail Energy Providers with the following vendors:** NRG Energy, Inc. dba Reliant Energy Retail Services, LLC (#16/052JN-01), and Vistra Energy Corporation dba TXU Energy Retail Company LLC (#16/052JN-02) for the period 07/26/2020 through 07/25/2021.
3. **Contract renewal option for job no. 16/053KC for Student and Educational Travel Services with the following vendor:** STA Travel, Inc. for the period 08/16/2020 through 08/15/2021.
4. **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); Quad-Tex Construction, Inc. (#16/054JN-10), and The Edu-Source Corporation (#16/054JN-13) for the period 08/16/2020 through 08/15/2021.
5. **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 08/16/2020 through 08/15/2021.
6. **Contract renewal option for job no. 17/034TJ Ice Cream Products with the following vendors:** JA-EN Enterprises dba JP Ice Cream Distributor (#17/034TJ-01); La Costenita Distribuidor Inc. (#17/034TJ-04); The Masters Distribution System Co., Inc. (#17/034TJ-05); Paletteria El Pibe (#17/034TJ-06), and Yumi Ice Cream Co., Inc. (#17/034TJ-07) for the period of 08/01/2020 through 07/31/2021.
7. **Contract renewal for job no. 18/047TJ Chemical Products and Services with the following vendors:** Armstrong Repair Center, Inc. (#18/047TJ-01); Auto-Chlor Services, LLC (#18/047TJ-02); Buckeye Cleaning Center-Houston (#18/047TJ-03); Ecolab, Inc. (#18/047TJ-04); Sanitech (#18/047TJ-06), and PortionPac Chemical, Corp. dba SFSPac Food Safety & Sanitation (#18/047TJ-07) for the period of 08/01/2020 through 07/31/2021.
8. **Contract renewal for job no. 18/052TJ Direct Delivery of Snacks and Beverages with the following vendors:** Sterling BV, Inc. dba Buena Vista Food Product, Inc. (#18/052TJ-01); J&J Snack Foods Sales Corp. (#18/052TJ-02); The Masters Distribution System Co., Inc. (#18/052TJ-03); JSB Industries dba Muffin Town (#18/052TJ-04); MinMor Industries LLC dba Notables (#18/052TJ-05), and The Safe + Fair Food Company LLC dba Skeeter Snacks LLC (#18/052TJ-06) for the period of 08/01/2020 through 07/31/2021.

9. **Contract renewal option for job no. 18/054TJ Restaurant Branded Food Delivery with the following vendors:** MAC Pizza Management, Inc dba Domino's Pizza (#18/054TJ-01); Domino's, Inc. dba Domino's Pizza LLC (#18/054TJ-02), and Houston Pizza Ventures, LP dba Papa John's Pizza (#18/054TJ-04) for the period of 08/01/2020 through 07/31/2021.
 10. **Contract renewal option for job no. 18/061JN for JOC-IDIQ for Modular Buildings & Related Items with the following vendors:** Aries Building Systems, LLC (#18/061JN-01); Dura Pier Facilities Services, Ltd dba Facilities Sources (#18/061JN-02), and JR Thomas Group, Inc. (#18/061JN-03) for the period 08/15/2020 through 08/14/2021.
 11. **Contract renewal option for job no. 19/035KD for Medical & 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 07/17/2020 through 07/16/2021.
 12. **Contract renewal option for job no. 19/038KC for STEM & CTE Materials & Related Items with the following vendors:** Accelerate Learning, Inc. (#19/038KC-01); Marie Bou K12, Inc. (#19/038KC-02); MatScience, 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), and Vista School Resources, Inc. (#19/038KC-10) for the period 07/17/2020 through 07/16/2021.
 13. **Contract renewal option for job no. 19/047KC for Communications, Creative and Marketing Services & Related Items with the following vendors:** Alboum & Associates dba Alboum Translation Services (#19/047KC-01); CKP Communications Group, LLC (#19/047KC-02); Love Advertising, Inc. (#19/047KC-03), and Versa Creative Group, Inc. (#19/047KC-04) for the period 08/21/2020 through 08/20/2021.
 14. **Contract renewal option for job no. 19/048MR for Pest, Lawn, Pool Chemical Supplies & Services with the following vendors:** Copesan Service, Inc. dba Holder's Pest Solutions (#19/048MR-01), and JR Simplot Company dba Simplot (#19/048MR-02) for the period 08/21/2020 through 08/20/2021.
 15. **HCDE Interlocal Agreement with:** Premont ISD, Premont, Texas.
- E. Consider approval of the following items for Internal Purchasing:
1. **Contract renewal option for job no. 16/023YR for Nutrition Services Consultant with the following vendor:** Community Nutrition Outreach Services for the period of 06/21/2020 through 06/20/2021.
 2. **Renewal option for job no. 19/019KJ HVAC Testing and Balancing to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Campos Engineering Inc. and National Precision, LLC. for the period of 06/19/2020 through 06/18/2021.
 3. **Contract award for job no. 20/021IA 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:** AC Language School (Chavez & Associates), Adventure Kids Playcare, Inc., Baked With Confidence, Ben DeSoto, Boykins Youth Foundations, Character You!, CoHeart Yoga, Collaborate With Christina, EDS Tech, Fostering Stars Learning & Resource Center, Inc., Houston Tennis Association, Inc., Hypothesis Haven Science Club (Hypothesis Haven LLC), KCE Champions LLC, Konnecting the Dots, Lovescaping LLC, Multicultural Education and Counseling Through the Arts (MECA), Newspring, NO EGO APPAREL (NO EGO INC), Ondi Love Center Ministries, Patricia Monticello Kievlan (Patricia Marie Kievlan), STEAM Works Studio, Sterling Empowerment, Texas Tutors, Training and Leadership Consulting, Writers in the Schools and Young Audiences, Inc. of Houston. The initial contract period shall be for a term of one (1) year, from 7/01/2020 through 06/30/2021, with an option to renew annually for up to (4) additional years, subject to

annual appropriations of funding. Contract is in accordance with Texas Education Code 44.031.

4. **Contract award for job no. 20/0271A School Safety and Security Software for the Center for Safe and Secure Schools, to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** CrisisGo, NaviGate Prepared (Lauren International), and Raptor Technologies for the period of 07/01/2020 through 06/30/2021 with an option to renew annually for up to four (4) additional years.
5. **Contract award for job no. 20/0341A Contracted Services for Wellness Program for Harris County Department of Education with:** Houston Methodist Hospital for the period of 07/01/2020 through 06/30/2021 with an option to renew annually up to four (4) additional years.
6. **Contract award for job no. 20/039YR Early Head Start Child Care Partnership to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** John G. Jones Learning Center; Fellowship of Purpose Early Childhood Learning Center; Let's Learn Christian Learning Center, Inc.; and Deskot, LLC dba Kool Kids Daycare for the period of 06/17/2020 through 06/16/2021 with an option to renew annually up to four (4) additional years, subject to annual appropriations of funding.

F. Consider approval of the following Revenue Agreements:

1. **Approval of amendments # 2 and # 3 to Services Agreement between Harris County Department of Education and Stafford Municipal School District** to establish differentiated rates, increase the total contract amount, and add human resources and additional business services. The amount of the contract is increased from \$83,650 to \$225,000.
2. **Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$383,882 with Academic and Behavior School East with the following districts:** Deer Park ISD for nine (9) in-county annual contracts in the amount of \$185,445 (\$20,605 each); Channelview ISD for five (5) in-county annual contracts in the amount of \$103,025 (\$20,605 each); Barbers Hill ISD for four (4) out of-county annual contracts in the amount of \$95,412 (\$23,853 each) for the contract period of 8/24/20 through 06/03/21.
3. **Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$105,565 with Highpoint School East with the following districts:** Galena Park ISD for five (5) in-county annual contracts in the amount of \$50,245 (\$10,049 each); Barbers Hill ISD for five (5) out of-county annual contracts in the amount of \$55,320 (\$11,064 each) for the contract period of 8/24/20 through 06/03/21.

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

- A. **Consider approval of HCDE Early Head Start Child Care Partnerships (EHS-CCP) contracts with the following vendors:** Deskot LLC, DBA Kool Kids Daycare (RFP 20/039YR) in the amount of \$200,000, Fellowship of Purpose Early Childhood Learning Center (RFP 20/039YR) in the amount of \$110,000, John G Jones Learning Center (RFP 20/039YR) in the amount of \$75,000, and Let's Learn Christian Learning Center (RFP 20/039YR) in the amount of \$60,000. Each contract will be valid 08/01/2020 through 08/31/2021 (Fully funded by the Head Start/Early Head Start grants).
- B. **Consider approval of the fourth amendment to the lease agreement with KQC Investors, LLC for Baytown Head Start** located at 317 Massey Tompkins Road, Baytown, Texas 77521, regarding additional parking and payment therefore (\$250,000 funded by general fund and remainder funded by Head Start/Early Head Start grants).
- C. **Approval of private sale under the tax code section 34.05 of HCAD No. 034-082-062-0028** to the City of South Houston as recommended by Harris County Commissioner's Court.
- D. **Consider approval of Consulting and Training Services with Avanade LLC. Job No 20/022YR in an amount not to exceed \$100,000.**

- E. **Consider approval to increase the allowable maximum contract amount under CH Local FY 2020** for CDW-G (original \$600,000), requesting new total of \$1,200,000 (increase of \$350,000), for unexpected laptop/devices and other related purchases due to the COVID19 pandemic. Some purchases to be paid for with federal funds.
- F. **Consider approval to extend HCDE's contract for delinquent tax collection on a month-to month contract** with Linebarger, Goggan, Blair and Sampson, LLP. consistent with Harris County's month-to-month contract.
- G. **Consider approval of amendment to the depository contract with Chase Bank to allow the use of Letters of Credit from a Federal Home Loan Bank (FHLB)** in accordance with Section 2257.002-(4)(F) of the Texas Government Code. This change will allow the bank to provide Letters of Credit to properly provide collateral over (at 110%) deposits and allow HCDE to earn a higher earnings credit to offset banking fees.
- H. **Consider second reading and approval of the following revised local policies:**
 - 1. BBE(LOCAL)
 - 2. BBG(LOCAL)
 - 3. BDAF(LOCAL)
 - 4. BE(LOCAL)
 - 5. CCG(LOCAL)
 - 6. CH(LOCAL)
 - 7. CI(LOCAL)
 - 8. CKC(LOCAL)
 - 9. CKE(LOCAL)
 - 10. COA(LOCAL)
 - 11. CQ(LOCAL)
 - 12. CQB(LOCAL)
 - 13. DC(LOCAL)
 - 14. DEE(LOCAL)
 - 15. DFFA(LOCAL)
 - 16. EHBAF(LOCAL)
 - 17. FFAA(LOCAL)
 - 18. FFB(LOCAL)
 - 19. FFBA(LOCAL)
 - 20. FL(LOCAL)
 - 21. FNF(LOCAL)
 - 22. GBAA(LOCAL)
- I. **Second consideration and approval to delete Policies CRB (LOCAL) and DAC (LOCAL).**
- J. **Consider election of President and Vice President of HCDE Board of Trustees.**
- 8. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
 - A. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- 9. **RECONVENE** for possible action on items discussed in executive session
- 10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**

- B. **Employee Count**
 - C. **Submission of grant application for a Walmart Local Community Grants via the Education Foundation** of Harris County in the amount of \$5,000 to support Schools ABS-West's Boy's Town Social Skills and Life Skills Programs. Funds will serve 98 students.
 - D. **Vendor YAWP Records, LLC. was awarded under RFP 19/0311A-2 (CASE for Kids After School and Summer Direct Service Providers)** at the 07/17/2019 Board meeting, and under RFP 19/0311A-2 (CASE for Kids Kids Contracted Services) at the 10/16/2019 Board meeting, and under RFP 20/0121A (Contracted Services for the Teaching and Learning Center) at the 11/20/2019 Board meeting. The vendor's name appeared on the agenda items as "YAMP Records, LLC" which was incorrect. The correct name is "YAWP Records, LLC".
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, July 15, 2020 at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", with a stylized flourish at the end.

James Colbert, Jr.
County School Superintendent