



WEEK OF JUNE 10, 2019

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## Of Note...

Thank you to those of you who were able to make the budget workshop on Wednesday afternoon. As you know, leadership puts an enormous amount of time, energy and thought into planning for how we will spend our financial resources each year. We are always conscious that we are spending taxpayer dollars and so we diligently demonstrate financial prudence when creating our budget. I take a tremendous amount of pride in having been able to systematically lower the tax rate for the last five years while increasing services and holding our fees steady. As I mentioned at the workshop, in my nine years as a superintendent, I have never presented a board with a deficit budget. And I never plan to.

That being said, I appreciated the conversation about staff salaries and benefits and how we work hard to balance all facets of our budget. I look forward to continued discussion about the budget in the coming weeks before we present you with the final version for adoption at the July board meeting.

This week we started our flex schedule, which translates to longer days in the office Monday through Thursday (regular hours are now 7 a.m. to 5 p.m.) I met with the Executive Leadership Team on Monday and then met internally with staff about various projects throughout the week. On Wednesday, after the budget workshop, I met with staff from Precinct 2 Commissioner Adrian Garcia's office. I capped off the shorter work week with a Northwest Houston Chamber of Commerce luncheon on Thursday and more internal meetings.

The last week or so has also been filled with exciting staff events including a celebration of National Donut Day last Friday at both the Irvington and NPO locations and an ice cream break to beat the heat on Wednesday afternoon. On the other side of the spectrum, staff also participated in health and fitness seminars focused on meal planning and healthy dietary habits this week, also sponsored by Human Resources.

In the area of teaching and learning this week, HCDE hosted the monthly School Finance Council, with CFOs from area school districts coming together to talk all things school finance as well as professional development for elementary school teachers in Guided Reading practices for students in grades 3-5. Our divisions continue to guide school staff through continued refinement of their craft in support of student achievement. I am proud of how HCDE is a solid resource for continuous improvement in our industry.

Remember: the regularly scheduled board meeting is next Wednesday, June 19. I look forward to seeing you then. Have a wonderful weekend.

### UPCOMING EVENTS:

***HCDE Board Meeting—Wednesday, June 19, 2019***

# Opportunity

## PROGRAM CONNECTIONS

### Head Start to Host Job Fair June 20



Harris County Department of Education is hosting a job interview fair to recruit Head Start teachers, teaching assistants,

family service providers and cooks to join any of its 15 locations throughout northeast Harris County. The recruitment event will be held Thursday, June 20, 2018, from 9 a.m. to 4 p.m. at 6300 Irvington Blvd.

Qualifications for Head Start teaching assistant, Early Head Start teacher and Head Start teacher include experience working with young children and an interest in early childhood education. Those who hold child development associate (CDA) degrees are strongly encouraged to apply. Interested candidates can apply

online at [www.hcde-texas.org](http://www.hcde-texas.org) or call 713-696-8287 for information.

HCDE Head Start provides services to facilities in Barrett Station, Baytown, Channelview, Compton, Coolwood, Dogan, Fifth Ward, Fonwood, Humble, J.D. Walker, La Porte, Pugh, San Jacinto, Sheffield and Tidwell. Head Start ensures future success for students both academically and socially and provides comprehensive health, education, nutrition and financial services to families.

For more information on positions available and qualifications, visit: <https://bit.ly/2HPXMPJ>. Visit [www.hcde-texas.org/head-start](http://www.hcde-texas.org/head-start) for general information about HCDE Head Start and locations.



### You are invited to Kids' Day at Hobby with CASE for Kids

**Save the Date:** Kids' Day at Hobby Center for the Performing Arts, June 20, 6-8 p.m., 800 Bagby, in downtown Houston.

Come see students show what they learned from performing and visual artists through CASE for Kids network summer programs in Houston area schools. The event culminates summer learning with students showcasing newfound talent in dance, puppetry, drumming and visual arts.

View the invite:

<http://hcde-texas.org/media/uploads/2019/06/Kids-Day-at-Hobby-Center-Flyer-2019.pdf>

# Opportunity

## PROGRAM CONNECTIONS

### Head Start Helps Shape Mother and Son's Futures



When Tasha Crockett was growing up in Livingston, Texas, her parents enrolled her into the Head Start program to help her get the social and academic skills she needed for school.

back to school to get a degree in social work. She graduated summa cum laude from the University of Houston-Downtown in December 2018 and will receive her master's degree in May 2020 from Stephen F. Austin State University.

As she was learning so was Christian because of the programs Head Start offered. He started speech therapy at age 2 and his therapist continued working with him during the two years he was at the Humble center.

Fast-forward to April 2008 when her son, Christian, turned 3 years old and was set to enroll in the Harris County Department of Education Head Start Program in Humble.

"I knew I wanted him in the program because it's family-centered, it helped me grow when I was his age and I knew it would help him, too, especially with his speech impediment and dyslexia," she said.

The program continued to shape her as a parent volunteer with the policy council.

"I was going through a divorce at the time and participating with the Head Start Policy Council was life-saving by helping with the changes I was going through," Crockett said.

Being involved with decision-making in regard to hiring and academics motivated her to go

"His academics and personality blossomed during those two years," Crockett said. "He even graduated early from speech therapy. He would have been in longer if he didn't have the help from the therapist and Head Start."

Christian is now a well-rounded middle school student and his teachers have said they would have never guessed he had a speech impediment.

(Head Start is recruiting students ages 3-5 for preschool for the 2019-2020 school year. Children 6 weeks to age 3 may enroll in Early Head Start, available in Baytown. For addresses for all the 15 Head Start locations in northeast Harris County and other details about Head Start, go to [www.hcde-texas.org/head-start](http://www.hcde-texas.org/head-start) or call 713-692-9343.)

# Opportunity

## PROGRAM CONNECTIONS

### Employees Celebrate National Donut Day



HCDE employees took a donut break Friday, June 7 to network and enjoy National Donut Day at both North Post Oak and Irvington locations.

Signs and “donut fortunes” embellished the event, with truisms added such as: “donut worry—be happy” and “donut stop believing.”

The official day to celebrate the delicious, sweet, fried delights is observed the first Friday of June each year. The event was created by the Salvation Army in Chicago in 1938 to honor their members who served doughnuts to soldiers during World War I.

In plain sugary truth, the holiday celebrates the donut.



## NEXT WEEK'S EVENTS

### JUNE 17, 2019

Full Streamlining Ahead with the Social Studies TEKS (gr. 6-12)

### JUNE 18, 2019

HCDE Superintendent Certification Institute Information Webinar

Leadership Institute for Social & Emotional Learning (E-Colors & Personal Intervention)

### JUNE 20 2019

Financial Mathematics: Lessons that help students see how math factors into their personal budgets

Quest for Grants Training Series: The Grant Budget: It's Not Just About the Math!

# Opportunity

## PROGRAM CONNECTIONS

### HCDE Employees Learn Meal Planning During Wellness Month



Kelli Haynes with Alliance Work Partners presented a meal planning lunch and learn with HCDE employees May 29. Planning meals in advance helps to cut the hunger and the hurry out of dietary choices, which benefits health, schedules and budgets. The session offered ideas to start

improving eating habits by easing into a more proactive routine. Topics included: why meal planning is important, developing a routine that works, and getting started and keeping the momentum. The session was part of Human Resource’s celebration of Health and Fitness Month.



### National Presenter Penny Kittle Introduces The Balanced Reading Diet



Plymouth State University English professor Penny Kittle presented *The Balanced Reading Diet* to Houston area high school English teachers June 6. Over 120 teachers attended the workshop where they studied the practices that help all students develop a reading habit to increase reading stamina and joy. Teachers also looked at challenging readers

through weekly goals and identified “reach” books , books students aspire to read.



# Systemic Achievement

...with purposeful intent

## Personnel Management/Organization Morale:

To meet the Board's expectation of me as it relates to this element of performance to:

- Encourage, oversee and participate in staff recognition activities.
- Ensure that the system for recruiting and selection results in personnel recommendations based on defined needs, goals, priorities and candidate credentials/qualifications.
- Administer compensation and benefits plan for employees based on clearly defined goals and priorities and ensure consistency in all personnel practices.
- Oversee a performance appraisal process for staff that reinforces a standard of excellence and assesses deficiencies; and ensure that results are used in planning for improvement.

In the past month, we recognized the stellar work of staff from School-Based Therapy Services, Schools, Head Start and several other divisions with end-of-year ceremonies and celebrations. These celebrations allow us to show staff they are valued and encourage employees to collaborate, while showcasing the achievements of our work and the students/districts we serve.



Next week we host a community job fair for Head Start/Early Head Start, focused on filling many of our site positions, ensuring we recruit the best candidates for our jobs. We have advertised heavily on social media and through networking in the local communities where we provide services. We are excited to see the outcome of this job fair with applications already arriving and interviews scheduled.

Mid-month we wrap up employee appraisals and provide employees with feedback

and a path forward into the new school year. Managers are steadily working with employees to evaluate actions and outcomes this year and planning for how to improve performance and service moving forward. I consider appraisals to be valuable tools to not only reflect on the work our employees do, but to actively support efforts for them to grow professionally while supporting the mission of HCDE.

We are also enrolling employees into benefits programs and communicating changes to our plans for the new school year.

Organizational Morale is an important factor in maintaining a healthy organization. To that end, Human Resources is hosting health and wellness activities this month for Health and Fitness Month. Last week employees heard from a nutritionist who talked about meal planning to support better dietary habits and improve overall health.

Doing a total 360, our staff was also treated to donuts as an end-of-year treat for National Donut Day last Friday. Communications staff created clever donut sayings imitating fortune cookie notes stuck onto toothpicks and inserted them into the doughnuts. Employees had coffee and caught up with colleagues in other divisions as they were reminded, "coffee without donuts is like a week without a weekend!"



**By being engaged with our employees and actively working to improve their career experiences with HCDE, I am working to create positive organization morale in order to meet these goals set forth by the Board: celebrate accomplishments and acknowledge excellence; and create an open and positive environment for sharing resources and exchanging ideas to improve organizational climate.**

## HCDE BOARD

### Board President

Josh Flynn

### Vice President

George Moore

Richard Cantu

Eric Dick

Danny Norris

Don Sumners

Michael Wolfe

## UPCOMING EVENTS:

### June Board Meeting

Wednesday, June 19, 2019

