

**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 **18th day of January 2023 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
January 18, 2023
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held January 18, 2023, beginning at 1:00 p.m.

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** - Illiana Gonzalez, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Sharvon Pipkins Kamaya, Center for Grants Development
3. **Pledge of Allegiance to the Texas flag** - Sharvon Pipkins Kamaya, Center for Grants Development
4. **Public Hearing on the Annual Financial Management Report for FY 2022**
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.
6. **REPORTS AND PRESENTATIONS**
 - A. **Employee of the Month** - Natasha Truitt, Executive Director of Human Resources
 - B. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update** - Center for Grants Development
 - D. **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.
 - E. **Report of Board Committees** - Committee Chairs
 - F. **Monthly Financial Reports through 12/31/2022** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- G. **Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE Budget for Fiscal Year 2022-2023** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
- H. **Presentation to the Board of the Meritorious Budget Award to HCDE** for excellence in the preparation and issuance of its budget for the Fiscal Year 2022-2023 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
- I. **Presentation on the Certificate of Excellence Award from the Government Finance Officers Association (GFOA)** for the Fiscal Year 2020-2021 Comprehensive Annual Financial Report (CAFR) - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

7. **ACTION ITEMS - CONSENSUS**

A. Consider ratification/approval of the following Business Services items:

- 1. Disbursement Report
- 2. Budget Amendment Report
- 3. Monthly Investment Report for December 2022

B. Consider ratification/approval of the following Board Meeting Minutes:

- 1. 12/14/2022 Board Meeting

C. Consider ratification/approval of the following grant proposals:

- 1. **Approval to submit a Low-Cost Extension application in the amount of \$136,150** to the U.S. Department of Health and Human Services, Office of Head Start, for disaster recovery funds awarded to purchase land for the Coolwood Head Start Campus Replacement Project in the 01/01/2021 to 12/31/2022 budget period. This will extend the project to 12/31/2023.

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

- 1. **Ratification and Approval of Interlocal (revenue) contracts for FY 2023 in the aggregate amount of \$43,270 with Academic and Behavior School East with the following district:** Humble ISD for two (2) in-county annual contracts in the amount of \$43,270 (\$21,635 each) for the contract period of 10/27/2022 through 06/05/2023.
- 2. **Ratification and Approval of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$23,450 with Academic and Behavior School West with the following district:** Tomball ISD for one (1) in-county monthly contract in the amount of \$23,450 (\$3,350 each) for the contract period of 10/31/2022 through 06/05/2023.
- 3. **Ratification of Interlocal (expenditure) contract for FY 2023 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 5 grant, in the aggregate amount of \$122,000 with the following entity:** BakerRipley Charter for Promise Community School (85 students served).

4. **Ratification of Interlocal (expenditure) contract for FY 2023 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 5 grant, in the aggregate amount of \$122,000 with the following entity:** Association for the Advancement of Mexican Americans (AAMA - Charter) in the amount of \$122,000 (85 students served).
 5. **Ratification of Interlocal (expenditure) contract for FY 2023 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 5 grant, in the aggregate amount of \$122,000 with the following entity:** Raul Yzaguirre School for Success (Charter) (85 students served).
 6. **Ratification of Interlocal (expenditure) contract for FY 2023 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 10, Year 5 grant, in the aggregate amount of \$373,500 with the following entity:** Sheldon Independent School District (280 students served).
- E. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for job no. 23/012SG for Graduation Items, Yearbooks, and Commemorative Items with the following vendors:** Commemorative Brands, Inc. dba Balfour (23/012SG-01); Dilly Letter Jackets (23/012SG-02); Herff Jones, LLC (23/012SG-03); Jostens, Inc. (23/012SG-04); Pride and Recognition, Inc. (23/012SG-05); and Walsworth Publishing Company from 01/18/2023 through 01/17/2024.
 2. **Approval of HCDE Interlocal Agreements with:** Corsicana Independent School District, Corsicana Texas; Gulf Coast Transit District, Texas City Texas; IDEA Greater Cincinnati, Inc. Cincinnati Ohio; and IDEA Public Schools Texas, Weslaco Texas.
- F. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for job no. 23/006IA for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** Adesuwa Omoruyi; American Institute of Martial Arts; American Robotics Academy (Animation Station Inc.); Artist Boat; Axiom Learning, Inc.; Bayou City Fencing Academy; Braintrust Tutors Inc.; Da Camera Society of Texas; Engaged Minds Academy (Engaged Minds Academy LLC); Evelyn Rubenstein JCC; EZLeadership LLC; FamilyPoint Resources; GameSalad, Inc. (GameSalad); Gordon Education Initiatives for the Performing Arts (Gordon Education Initiatives for the Performing Arts); Greater Emmanuel Family Worship Center (Greater Emmanuel Family Worship Center); H.E.A.R.T (Houston Economy Arts Recreations and Technology); Healing Species of Texas; HeyTutor, Inc.; HITS Theatre; Houston Healthy Hip-Hop (Chris Cortez); Houston Marathon Foundation; iMar Learning Solutions LLC (Seedlyng Financial Education); Invest in Yourself LLC; Judi Stallings; Julia C Hester House; JumpBunch Houston (EKM Activities, LLC); Just Right Reader, Inc.; KEW Learning Academy; Kidz Knect Resource Center; Lyceum (Institute for Civic Education in Vietnam); Mad Science of Houston (Little Scientists Inc.); MoonLyte Treats LLC; MTF Childcare dba Flex Academies; National College Readiness Institute; National Inventors Hall of Fame (National Inventors Hall of Fame); Overtime Athletics (EO Athletics); Play-well Teknologies (Tennessee Dana Bowen); Promoters of Education, Awareness & Community Engagement (PEACE); Pure Tennis LLC; Purpose Kids (Fellowship of Purpose Early Childhood Learning Center); Quest Learning Institute; Sewa International Houston; Sons of Sophistication; Space City Fencing Academy, Inc.; Spirit of Youth Fencing Foundation; SpringSpirit (SpringSpirit Inc.); St. Martha Catholic School; STEM Urban Perspective (Science, Technology, Engineering with an Urban Perspective); Texas Tutors (Texas Tutors); The Rhodes School; Today's Youth (My Brother's and Sister's Restoration: DBA Today's Youth); True Ringleaders; TWST4Girls; Vessel Support Services (Vessel Support Services); WorkED Inc.; Young Audiences, Inc. of Houston; Young People In Action;

and Youth Enrichments (Chicks with Class LLC) for the period 02/01/2023 through 01/31/2028.

2. **Approval of Contract Award for RFP #23/008EJ Advisors, Coaches, Consultants, Counselors, Speakers and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Healthy Boundaries LLC; Lakeshore Learning Materials, LLC; Lauren Caldarera dba Projects-Matter; The Forum for Youth Investment; The Unalome Project dba Education My Way; and Toni Candis dba Candis Consulting, LLC for the period of 01/18/2023 through 01/17/2028.

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

1. **Consider approval of the 2021-2022 Annual Financial Audit (including required annual single audit report).** The fund balance categories and amounts as presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.
 2. **Consider award of CSP 23/010KJ Construction Manager-At-Risk Services for the Irvington Renovation Project to Durotech, Inc.** and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a construction contract. (Funding is available in the Irvington Renovation Project.)
 3. **Consider approval of the project delivery/contract delivery method of Job Order Contracting and approval of JOC contract with Quality Security Systems (Choice Partners RFP 21/021MJ-31)** for Delay Egress at ABS West in an amount not to exceed \$138,949 and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a JOC contract and Job Order. (Funding will be used from a BA to fund balance.)
 4. **Consider approval of Change Order #1 to job order contract with Quality Security Systems** for Humble Head Start Center Access Control, Fire Alarm, Security, and Camera Equipment Project and delegate authority to the Superintendent or his designee to negotiate, finalize and execute Change Order #1.
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. **Deliberate** the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
 - B. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.
 - C. **Obtain** legal advice regarding Change Order #1 to contract with Sovereign Builders, Inc. dba Construction, Ltd. for ABS East Campus Project.
 - D. **Obtain** legal advice regarding pending litigation against HCDE.
10. **RECONVENE** for possible action on items discussed in executive session
- A. **Consider approval of Change Order #1 to contract with Sovereign Builders, Inc. dba Construction, Ltd.** for ABS East Campus Project and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute Change Order #1.

11. **Discussion and possible action regarding future agenda items**
12. **INFORMATION ITEMS**
 - A. **Human Resources**
 1. Personnel
 2. Employee Count
 - B. **Submission of grant proposal to Panera Bread Foundation via the Education Foundation of Harris County** in the amount of \$25,000 to support Highpoint East's Building Exceptional Character (BEC) Program. The program will serve up to 500 students.
 - C. **Presentation of the results of the Fiscal Year 2022 Risk Awareness / Assessment** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
13. **ADJOURN** - Next regular meeting is scheduled for Friday, February 24, 2023, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent