

**Harris County Department of Education
Minutes of Regular Board Meeting
June 21, 2023**

The Harris County Board of School Trustees met in regular session on June 21, 2023, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Andrea Duhon, Board President, called the meeting to order at 1:03 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: Andrea Duhon, Board President; Amy Hinojosa, Board First Vice President; David Brown, Board Second Vice President; Richard Cantu (arrived at 1:07 p.m.); Eric Dick; and Danny Norris (via Zoom)

Board Members Absent: Erica Davis

Board Attorney: Sarah Langlois

Administration: James Colbert, Jr., County School Superintendent; Jesus Amezcua, Assistant Superintendent for Business Services; Jonathan Parker, Assistant Superintendent for Academic Support; C.J. Rodgers, Assistant Superintendent for Education & Enrichment; Joyce Akins, Director Center for Grants Development; Venetia Baldwin, Executive Assistant Board of Trustees; Lisa Caruthers, Senior Director CASE for Kids; Danielle Clark, Chief Communications Officer; Carie Crabb, Senior Director School-Related Therapy Services; Curtis Davis, Director Records Management; Stephanie De Los Santos, Director Client Engagement; Jeff Drury, Director Choice Partners Cooperative; Chris Hoesel, Director Information Technology; Eduardo Honold, Senior Director Adult Education; Jatata Hutton, Principal Academic Behavior School West; Kendra Jackson, Director Purchasing; Marcia Leiva, Chief Accounting Officer; Charles Ned, Senior Director of Schools; Venetia Peacock, Senior Director Head Start; Andrea Seagraves, Senior Director Center for Educator Success; Cindy Tan, Education Foundation Community Development Director; `Natasha Truitt, Executive Director Human Resources; Rich Vela, Executive Director Facilities; Courtney Waters, Principal Highpoint East

Visitors: None

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1. **Invocation** - Shandra Powell, Choice Partners Cooperative
2. **Pledge of Allegiance to the US flag** - Shelby Trahan, Communications & Client Engagement
3. **Pledge of Allegiance to the Texas flag** - Shelby Trahan, Communications & Client Engagement
4. **Open Forum** - Gov't Code 551.007 - 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.

No member of the public requested to address the Board.

Trustee Cantu arrived at 1:07 p.m.

5. **REPORTS AND PRESENTATIONS**

A. **Irvington Building Remodel Presentation** - cre8 Architects

No presentation was given; the Irvington Building Remodel Presentation will be rescheduled for a future meeting.

B. **Superintendent Monthly Report** - James Colbert, Jr.

Mr. Colbert announced a returning employee, Dr. Eduardo Honold, was hired as the Senior Director of Adult Education, a position he previously held from 2009 to 2018. Superintendent Colbert also recognized new hire Jatata Hutton, the Principal of ABS West.

Mr. Colbert reported on the Texas Association of School Boards (TASB) Summer Leadership Institute (SLI) in San Antonio, TX (June 14-17, 2023). HCDE Trustees Duhon and Dick and Mr. Colbert gave a presentation during the breakout sessions titled "Crossing the Aisle: How One Board Moved Past the R and D Behind Their Names." The presentation was well received by SLI attendees, and a large school board has asked the trustees and Mr. Colbert to give the presentation to its team. Superintendent Colbert expressed his appreciation for the Board's participation at the SLI Conference and for representing HCDE so well.

C. **Annual Division Update** - Jeff Drury, Senior Director of Choice Partners Cooperative

D. **Annual Division Update** - Danielle Clark, Chief Communications Officer, and Stephanie De Los Santos, Director of Marketing & Client Engagement

E. **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.

Trustee Hinojosa recognized Pride Month and the needs of LGBTQ students.

Trustee Duhon commended Danielle Clark for the presentation she created for the HCDE trustees and Mr. Colbert for the TASB Summer Leadership Institute breakout session presentation.

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F. Report of Board Committees - Committee Chairs

There were no reports.

G. Monthly Financial Reports through 05/31/2023 - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

Trustee Dick left the room at 1:57 p.m. and returned at 1:59 p.m.

Amy Hinojosa requested to remove item 6.E.1. from the Consensus Agenda.

Motion made by Eric Dick, seconded by Amy Hinojosa, to approve all items under the consensus agenda except 6.E.1., which was moved to the Non-Consensus Agenda.

Motion passes with 6-0 voting to approve all items under the consensus agenda except 6.E.1.

6. 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 May 2023

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

1. 05/17/2023 Board Meeting

C. Consider acceptance of the following grant awards:

1. **Acceptance of grant award from the Education Foundation of Harris County for CASE for Kids to implement the All-Earth Ecobot Challenge from the Henderson Foundation in the amount of \$5,000.**

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

1. **Approval of Interlocal (revenue) contracts for FY 2024 for Therapy Services in the aggregate amount of \$3,513,392 with School-Based Therapy Services and the following districts: Columbia-Brazoria ISD (16 students served in FY22) in the amount of \$98,820; Katy ISD (1495 students served in FY22) in the amount of \$2,997,950; Spring Branch ISD (204 students served in FY22) in the amount of \$416,622.**
2. **Consider approval of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$621,400 with Academic and Behavior School East with the following districts: Barbers Hill ISD for two (2) out-of-county annual contracts in the amount of \$55,000 (\$27,500 each); Cleveland ISD for three (3) out-of-county annual contracts in the amount of \$82,500 (\$27,500 each); Dickinson ISD for four**

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- (4) out-of-county annual contracts in the amount of \$110,000 (\$27,500 each); Hitchcock for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each); Humble ISD for three (3) in-county annual contracts in the amount of \$71,400 (\$23,800 each); Liberty ISD for four (4) out-of-county annual contracts in the amount of \$110,000 (\$27,500 each); Texas City ISD for six (6) out-of-county annual contracts in the amount of \$165,000 (\$27,500 each) for the contract period of 08/28/2023 through 06/03/2024.
3. **Approval of Interlocal (revenue) contract for FY 2024 for Therapy Services in the aggregate amount of \$4,410 with School-Based Therapy Services and the following district: Galena Park ISD (3 students served in FY22).**
 4. **Approval of Interlocal (revenue) contract for FY 2023 for Therapy Services in the aggregate amount of \$3,307 with School-Based Therapy Services and the following district: Raul Yzaguirre Schools for Success (0 students served in FY22) in the amount of \$3,307.**
 5. **Approval of Interlocal (revenue) contract for FY 2024 in the aggregate amount of \$22,800 with Fortis Academy with the following district: Barbers Hill ISD for three (3) out-of-county annual contracts in the amount of \$22,800 (\$7,600 each) for the contract period of 08/28/2023 through 06/03/2024.**
 6. **Approval of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$1,891,700 with Academic and Behavior School West with the following districts: Bellville ISD for two (2) out-of-county annual contracts in the amount of \$55,000 (\$27,500 each); KIPP TPS for one (1) in-county annual contracts in the amount of \$23,800 (\$23,800 each); Brenham ISD for four (4) out-of-county annual contracts in the amount of \$110,000 (\$27,500 each); Conroe ISD for twenty (20) out-of-county annual contract in the amount of \$550,000 (\$27,500 each); Hempstead ISD for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each); Katy ISD for six (6) in-county annual contracts in the amount of \$142,800 (\$23,800 each); Lamar Consolidated ISD for thirty (30) out-of-county annual contracts in the amount of \$825,000 (\$27,500 each); Magnolia ISD for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each), Montgomery ISD for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each), Pearland ISD for two (2) in-county annual contract in the amount of \$47,600 (\$23,800 each), Willis ISD for two (2) out-of-county annual contracts for \$55,000 (\$27,500 each) for the contract period of 08/28/2023 through 06/03/2024.**
 7. **Approval of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$473,650 with Highpoint School East with the following districts: Barbers Hill ISD for five (5) out-of-county annual contracts in the amount of \$63,250 (\$12,650 each); Channelview ISD for thirty (30) in-county annual contracts in the amount of \$342,000 (\$11,400 each); La Porte ISD for six (6) in-county annual contracts in the amount of \$68,400 (\$11,400 each) for the contract period of 08/28/2023 through 06/03/2024.**
 8. **Ratification of Interlocal (revenue) ESY contract for FY 2023 in the aggregate amount of \$31,050 with ABS East with the following districts: Channelview ISD for five (5) in-county ESY contracts in the amount of \$27,750 (\$5,550 each); Dickinson ISD for two (2) out-of-county ESY contracts in the amount of \$12,200 (\$6,100 each); Pearland ISD for two (2) in-county ESY contracts in the amount of \$11,100 (\$5,550 each) for the contract period of 06/07/2023 through 07/13/2023.**

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9. **Ratification of Interlocal (revenue) ESY contract for FY 2023 in the aggregate amount of \$109,800 with ABS West with the following districts:** Fort Bend ISD for fourteen (14) out-of-county ESY contracts in the amount of \$85,400 (\$6,100 each); Hempstead ISD for one (1) out-of-county ESY contract in the amount of \$6,100 (\$6,100 each); Lamar Consolidated ISD for one (1) out-of-county ESY contract in the amount of \$6,100 (\$6,100 each); Magnolia ISD for one (1) out-of-county ESY contract in the amount of \$6,100 (\$6,100 each); Montgomery ISD for one (1) out-of-county ESY contract in the amount of \$6,100 (\$6,100 each) for the contract period of 06/07/2023 through 07/13/2023.
 10. **Ratification of Interlocal (revenue) contract with Child Advocates of Fort Bend for Records Management Services** in the amount not to exceed \$15,000 for the period of 06/15/2023 through 06/14/2024.
- E. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
2. **Approval of the Contract Award for job no. 23/029SG for STEM and CTE Materials and Related Items with the following vendors:** Accelerate Learning, Inc. (23-029SG-01); Anatomage, Inc. (23-029SG-02); BrainBuzzed Tutoring, Inc. (23-029SG-03); Cengage Learning, Inc. (23-029SG-04); GameSalad, Inc. (23-029SG-05); Gravitas Publications, Inc. (23-029SG-06); Kaemark (23-029SG-07); Lab Resources, Inc. (23-029SG-08); Milestone C, LLC (23-029SG-09); Nasco Education, LLC (23-029SG-10); No Touch Easy Gloves, Inc. (23-029SG-11); Patterson Dental Supply Inc. (23-029SG-12); Pitsco Education, LLC (23-029SG-13); STEMfinity, LLC (23-029SG-14); Teaching Systems, Inc. (23-029SG-15); Thimble.io (23-029SG-16); and Trio Education, LLC (23-029SG-17) for the period of 06/21/2023 through 06/20/2024.
 3. **Approval of the Contract Award for Choice Partners job no. 23/030TP Produce and Other Related Items with the following vendors:** Brothers Food Service (#23/030TP-01); Brothers Produce (#23/030TP-02); Hardies Fresh Foods (23/030TP-03) for the period of 08/01/2023 through 07/31/2024.
 4. **Approval of HCDE Interlocal Agreements with:** Athens City, Athens, TX; Early ISD, Early, TX; Harper ISD, Harper, TX; La Vernia ISD, La Vernia, TX; Morgan's Point City, Morgan's Point, TX.
- F. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for job no. 23/001IA-3 for CASE for Kids Content Area Services and Trainers with the following vendors:** Aha Education LLC; BakerRipley; C-STEM Teacher and Student Support Services, Inc.; Golden Energy Leadership; Innovative Consulting, LLC; kid-grit, LLC and Connecting the Dots for the period 07/01/2023 through 06/30/2028.
 2. **Approval of Contract Award for job no. 23/006IA-4 for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** Aha Education; ALAR Institute Inc.; American Robotics Academy (Animation Station Inc); Another Chance Behavioral Consultants LLC; Assoc for the Advancement of Mexican Americans (AAMA); Baron Global Suppliers, Inc.; Basketball Essentials; CookLearnGrow LLC; craving for a change foundation inc.; Dominika Dorota

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Staniewicz; Girlstart; Houston Grand Opera (Houston Grand Opera Association, Inc.); Innovative Consulting LLC; J.F. Carter Solutions, LLC; Kidcreate Studio - Greater Heights (Genwel, Inc); kid-grit, LLC; Little Learners LLC; Mad Science of Houston (Little Scientists Inc.); Middle Tree Incorporated; Monarch Academy; One More Round Inc; Shareca P Vallaire, LLC; SiSTEM Tutoring Agency LLC (SiSTEM Tutoring Agency LLC); St. Michael's Learning Academy Inc (St. Michael's Learning Academy Inc); STEMfinity LLC; The Financial Wizards (Trimona Green Harmon); The Parent Teacher Collaborative; TRIO Education; Writers in the Schools; and Young Audiences, Inc. of Houston for the period 07/01/2023 through 06/30/2028.

3. **Approval of Contract Award for RFP #23/034IA Advisors, Coaches, Consultants, Counselors, Speakers and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Laura Aguirre; Rivera-Vega Group LLC and Susan M. Castlett, Ph.D., BCBA-D for the period of 07/01/2023 through 06/30/2028.

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

6.E.1. Approval of the Contract Award for job no. 23/026KN for Health, Medical, Veterinary Supplies, and Related Items with the following vendors: Henry Schein Medical a division of Henry Schein, Inc. (23/026KN-01); NAO Global Health, LLC (23/026KN-02); Products Unlimited, Inc. (23/026KN-03) and School Nurse Supply, Inc. (23/026KN-04) for the period of 06/21/2023 through 06/20/2024.

Motion made by Amy Hinojosa, seconded by David Brown, to approve the Contract Award for job no. 23/026KN for Health, Medical, Veterinary Supplies, and Related Items with the following vendors: Henry Schein Medical a division of Henry Schein, Inc. (23/026KN-01); NAO Global Health, LLC (23/026KN-02); Products Unlimited, Inc. (23/026KN-03) and School Nurse Supply, Inc. (23/026KN-04) for the period of 06/21/2023 through 06/20/2024.

Motion passes with 6-0 voting to approve.

1. **Consider approval of a 48-month lease for copier services in the aggregate amount of \$201,504 with Xerox Business Solutions Southwest (Choice Partners #21/031KN-70) beginning 06/21/2023 through 06/20/2027, for a monthly amount not to exceed \$4,198 up to 1,000 copies per machine; a cost per copy will be applied thereafter.**

Motion made by Amy Hinojosa, seconded by David Brown, to approve a 48-month lease for copier services in the aggregate amount of \$201,504 with Xerox Business Solutions Southwest (Choice Partners #21/031KN-70) beginning 06/21/2023 through 06/20/2027, for a monthly amount not to exceed \$4,198 up to 1,000 copies per machine; a cost per copy will be applied thereafter

Motion passes with 6-0 voting to approve.

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2. **Consider acceptance of the Office of Head Start (OHS) Program Performance Summary Report - 06HP000311 & 06CH011535 of the Harris County Department of Education Head Start program.**

Motion made by David Brown, seconded by Amy Hinojosa, to accept the Office of Head Start (OHS) Program Performance Summary Report - 06HP000311 & 06CH011535 of the Harris County Department of Education Head Start program.

Motion passes with 6-0 voting to accept.

3. **Discussion and possible action to adopt an order to increase the Over 65 & Disabled Homestead Exemption from \$250,000 to \$275,000 for Tax Year 2023.**

Motion made by Amy Hinojosa, seconded by Eric Dick, to adopt an order to increase the Over 65 & Disabled Homestead Exemption from \$250,000 to \$275,000 for Tax Year 2023.

Motion passes with 6-0 voting to adopt order.

4. **Consider approval of the Lease Agreement between Harris County Department of Education (HCDE) and Journey of Faith Church for an initial term of 20 years in the amount of \$546,771, for the Head Start Division to provide comprehensive services to Infant and 4-year-old Head Start eligible children within Humble ISD for the period of 07/01/2023 through 05/31/2043 (approximately 106 children served) fully funded by Head Start grants.**

Motion made by David Brown, seconded by Amy Hinojosa, to approve the Lease Agreement between Harris County Department of Education (HCDE) and Journey of Faith Church for an initial term of 20 years in the amount of \$546,771, for the Head Start Division to provide comprehensive services to Infant and 4-year-old Head Start eligible children within Humble ISD for the period of 07/01/2023 through 05/31/2043 (approximately 106 children served) fully funded by Head Start grants.

Motion passes with 6-0 voting to approve.

5. **Consider rescheduling the regular July 2023 board meeting from July 19 to July 12, 2023.**

Motion made by David Brown, seconded by Amy Hinojosa, to reschedule the regular July 2023 board meeting from July 19 to July 12, 2023.

Motion passes with 6-0 voting to reschedule.

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6. Election of a Board delegate and an alternate to the 2023 TASB Delegate Assembly.

Motion made by Amy Hinojosa, seconded by Eric Dick, to elect Danny Norris a Board delegate and David Brown an alternate to the 2023 TASB Delegate Assembly.

Motion passes with 6-0 voting to elect.

The Board entered Executive Session at 2:31 p.m.

Trustee Hinojosa left at 2:31 p.m. and did not return.

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.
- B. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.
- C. **Deliberate and obtain legal advice** regarding Ninth Amendment to Superintendent's Employment Contract.

The Board entered Open Session at 3:17 p.m.

9. RECONVENE for possible action on items discussed in executive session.

- A. **Consider approval of Ninth Amendment to Superintendent's Employment Contract**

Motion made by David Brown, seconded by Richard Cantu, to approve Ninth Amendment to Superintendent's Employment Contract as discussed in closed session.

Motion passes with 5-0 voting to approve.

10. Discussion and possible action regarding future agenda items

None.

11. INFORMATION ITEMS

- A. **Human Resources**

- 1. Personnel
- 2. Employee Count

- B. **Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial** in the amount of \$8,100 via the Education Foundation of Harris County to support of Area I Head Start's REAL SuperMENTors Read program, which focuses on literacy skills. Requested funds will serve 225 students for the 2023-2024 School Year.

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12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, July 19, 2023, at 1:00 p.m.

Motion made by Eric Dick, seconded by David Brown, to adjourn.

Motion passes with 5-0 voting to adjourn.

Meeting adjourned at 3:18 p.m



Andrea Duhon
Board President



Amy Hinojosa
Board First Vice President