

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 October 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
October 18, 2023
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held October 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** - Rich Vela, Executive Director of Facilities
2. **Pledge of Allegiance to the US flag** - Holly Shafer, Manager of School-Based Therapy Services
3. **Pledge of Allegiance to the US flag** - Holly Shafer, Manager of School-Based Therapy Services
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.
5. **REPORTS AND PRESENTATIONS**
 - A. **Employee of the Month** - Natasha Truitt, Executive Director of Human Resources
 - B. **Recognition of Principals Month** - Jonathan Parker, Assistant Superintendent for Academic Support Services
 - C. **Superintendent Monthly Report** - James Colbert, Jr.
 - D. **Annual Division Update** - John Prestigiacomo, Director of Maintenance
 - E. **Annual Division Update** - Carie Crabb, Senior Director of School-Based Therapy Services
 - 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. **Report of Board Committees** - Committee Chairs
 - H. **Monthly Financial Reports through 09/30/2023** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

- I. **Presentation of Risk Assessment Report for Fiscal Year 2023** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services
- J. **Summary of HCDE Small Business Report** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

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 September 2023

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

- 1. 09/20/2023 Audit Committee Meeting
- 2. 09/20/2023 Board Meeting

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

- 1. **Approval of Interlocal (revenue) contract for Center for Safe and Secure Schools Division and Alief ISD** for Safety Audits in the aggregate amount of \$96,934, servicing 59 sites in three phases for the period of 10/18/2023 through 06/30/2026.
- 2. **Approval of Interlocal (revenue) contract for Center for Safe and Secure Schools Division and Goose Creek CISD** for Safety Audits in an amount not to exceed \$57,728, servicing 41 sites in three phases for the period of 10/18/2023 through 06/30/2026.
- 3. **Ratification of Interlocal (revenue) agreement between HCDE Records Management Division and Fort Bend County** to perform record management services, in the amount of \$100,000, for the period of 10/01/2023 through 09/30/2024.
- 4. **Ratification of Interlocal (revenue) contract for Center for Safe and Secure Schools Division and Alief ISD** for 25 Professional Development Sessions in the amount not to exceed \$25,000 for the period of 10/10/2023 through 08/31/2024.
- 5. **Ratification of Interlocal (revenue) contracts for FY 2024 for therapy services in the aggregate amount of \$12,265 with School-Based Therapy Services and the following districts:** AAMA/Sanchez Charter School (0 students served in FY23) in the amount of \$1,225; Varnett Public Schools (2 students served in FY23) in the amount of \$2,940; and Bellville ISD (0 students served in FY23) in the amount of \$8,100 for the period of 08/16/2023 through 08/15/2024.
- 6. **Ratification of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$261,800 with ABS East and the following districts:** Amendment to the Annual Contract with Crosby ISD to increase the aggregate amount from \$95,200 to \$142,800 (an increase of \$47,600) for two (2) additional units for a total of six (6) units (in-county \$23,800 each); Annual Contracts with Channelview ISD for three (3) in-county annual contracts in the amount of \$71,400 (\$23,800 each); YES Prep Public Schools for two (2) in-county annual contracts in the amount of \$47,600 (\$23,800 each) for the contract period of 08/28/2023 through 06/03/2024.

7. **Ratification of Interlocal (revenue) contracts for FY 2024 in the aggregate amount of \$1,450,700 with Academic and Behavior School West with the following districts:** Amendments to the Annual Contract with El Campo ISD to increase the aggregate amount from \$27,500 to \$55,000 (an increase of \$27,500) for one (1) additional unit for a total of two (2) units (out-of-county \$27,500 each); Magnolia ISD to increase the aggregate amount from \$27,500 to \$55,000 (an increase of \$27,500) for one (1) additional unit for a total of two (2) units (out-of-county \$27,500 each); Annual Contracts with Alief ISD for thirty-eight (38) in-county annual contracts in the amount of \$904,400 (\$23,800 each), East Bernard ISD for one (1) out-of-county annual contract in the amount of \$27,500 (\$27,500 each), Fort Bend ISD for fourteen (14) out-of-county annual contracts in the amount of \$385,000 (\$27,500 each); Harmony Public Schools for one (1) in-county annual contract in the amount of \$23,800 (\$23,800 each) for the contract period of 08/28/2023 through 06/03/2024.
 8. **Ratification of Interlocal (non-monetary) agreement with Adult Education and Klein ISD** for classroom space, office and storage space for the HSE (High School Equivalency), ABE (Adult Basic Education), and ESL (English as a Second Language) classes for the period of 07/01/2023 through 06/30/2024.
 9. **Ratification of Interlocal (non-monetary) agreement with Adult Education and Pasadena ISD** for classroom space, office and storage space for the HSE (High School Equivalency), ABE (Adult Basic Education), and ESL (English as a Second Language) classes for the period of 10/01/2023 through 06/30/2024.
 10. **Ratification of Interlocal (non-monetary) agreement between HCDE and Alief Independent School District** for the provision of the High School Equivalency (HSE), Adult Basic Education (ABE) and English as a Second Language (ESL) classes for the period of 07/01/2023 through 06/30/2024.
- D. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval of the Contract Award for job no. 24/003MR for Pest/Lawn/Pool Chemicals Supplies and Services with the following vendors:** Copesan Services, Inc. dba Holder's Pest Solutions (24/003MR-01) and Rhino Pest Protection, LLC (24/003MR-02) for the period 10/18/2023 through 10/17/2024.
 2. **Approval of HCDE Interlocal Agreements with:** Albany ISD, Albany, Texas; Aquilla ISD, Aquilla, Texas; China Spring ISD, China Spring, Texas; Coalition for Health and Family Services, Inc. Houston, Texas; Comal County, New Braunfels, Texas; Cuero ISD, Cuero, Texas; Hilton's Heart Foundation, DeSoto, Texas; Kelton ISD, Wheeler, Texas; McGregor ISD, McGregor, Texas; Region 16 Education Service Center, Amarillo, Texas.
- E. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for RFP #23/034IA-2 Advisors, Coaches, Consultants, Counselors, Speakers and Trainers to the proposers offering the best value to HCDE Divisions and meeting the specifications outlined in the proposal:** Admore Behavioral Therapy; Aguilar Systems, Inc.; Be Glad LLC; Children At Risk; edOpp Solutions; Forward Edge; Innovative Consulting LLC; Integrated Health Solutions; Lanier Consulting and Technology Service (RMLanier Enterprise, LLC); M.E.N. (Mentoring, Educating & Nurturing) Incorporated (MEN Inc); Namitzi Yoga (Mitzi Henderson); Optimum Nurse Aid Skills Training; Procuremate; Sylvia G. Zapata; and The National Literacy Professional Development Consortium, for the period of 11/01/2023 through 10/31/2028.

2. **Approval of Contract Award for RFP #23/047DR Software Services to the proposers offering the best value to HCDE Divisions and meeting the specifications outlined in the proposal:** Appdiction Studio, LLC; Carnegie Speech, LLC; eReflect Inc.; Footsteps2Brilliance, Inc.; Informed K12; Istation (Imagination Stations, Inc.); Possip, Inc.; Test Out Corporation; and XanEdu Publishing, Inc., for the period of 10/18/2023 through 10/17/2028.

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

1. **Consider approval of Change Order #2 to Contract for Barrett Station Early Head Start Center (CSP #22/059EJ) with Nash Industries, Inc.** for the site work, civil work, and related items and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute Change Order #2, extending Substantial Completion Date to 10/31/2023.
2. **Consider approval of granting of a 1,640 square foot Utility Easement to CenterPoint Energy** for the installation of utility poles at the new Coolwood Head Start Center located at 767 Coolwood Drive, Houston, Texas. (Project funded with federal Head Start funds.)
3. **Consider approval of updated salary schedules for the Head Start program for the 2023-2024 school year.**

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 employee
- B. **Deliberate** the purchase, exchange, sale and/or value of real propert(ies) and obtain legal advice regarding the same.
- C. **Deliberate** the evaluation and duties of Trustee Position 4, Precinct 3.

9. **Discussion and possible action regarding future agenda items**

10. **RECONVENE** for possible action on items discussed in executive session.

11. **INFORMATION ITEMS**

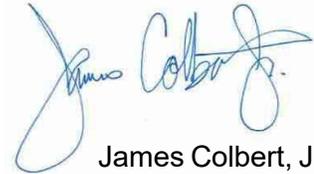
A. **Human Resources**

1. Personnel
2. Employee Count

B. **Ratification of the non-monetary service agreement between HCDE Adult Education and MAREK Brothers System, Inc.** The contractor will provide educational and vocational classes for the period of 09/15/2023 through 06/30/2024.

C. **Ratification of the non-monetary service agreement between HCDE Adult Education and Covenant with Christ International** for the provision of the High School Equivalency (HSE), Adult Basic Education (ABE), and English as a Second Language (ESL) classes for the period of 07/01/2023 through 06/30/2024.

- D. **Ratification of the non-monetary service agreement between HCDE Adult Education and Northwest Assistance Ministries** for the provision of the High School Equivalency (HSE), Adult Basic Education (ABE), English as Second Language (ESL) classes for the period of 09/01/2023 through 06/30/2023.
 - E. **Ratification of the non-monetary service agreement between HCDE Adult Education Division and 8 Million Stories** to provide Adult Education and Literacy Services for the period of 09/15/2023 through 06/30/2024.
 - F. **Submission of grant proposal to Texas Council for Developmental Disabilities in the amount of \$7,498** to support School-Based Therapy Services' training on Practical Social Thinking Strategies to Help Students with Emotional Dysregulation, Alexithymia and/or Challenging Behaviors. The training is scheduled for 11/02/2023, and will serve over 130 occupational therapists, general education and special education teachers, speech pathologists and other providers.
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 15, 2023, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent