

**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 **15th day of November 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
November 15, 2023
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held November 15, 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** - Dr. Jesus Campos, Coordinator, Research and Evaluation Institute
2. **Pledge of Allegiance to the US flag** - Jonathan Khandaker, Coordinator, Research and Evaluation Institute
3. **Pledge of Allegiance to the Texas flag** - Jonathan Khandaker, Coordinator, Research and Evaluation Institute
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. **Superintendent Monthly Report** - James Colbert, Jr.
 - C. **Annual Division Update** - Research and Evaluation Institute, Yolanda Pyrtle, Director
 - 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 10/31/2023** - 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 October 2023

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

1. 09/20/2023 Audit Committee Meeting
2. 09/20/2023 Board Meeting
3. 10/18/2023 Feasibility Committee Meeting
4. 10/18/2023 Board Meeting

C. Consider acceptance / ratification of the following grant awards:

1. **Ratification of funds totaling \$2,000,000 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 1 grant for the period 08/1/2023 through 07/31/2024.** CASE for Kids anticipates serving 750 students with these funds.
2. **Ratification of funds totaling \$1,700,000 from the Texas Education Agency for CASE for Kids' Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 3 grant for the period 08/01/2023 through 07/31/2024.** CASE for Kids anticipates serving 1,046 students.

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

1. **Approval of interlocal (revenue) contract with Houston Police Burial Fund for Records Management Services** in the amount of \$3,492 for the contract period of 11/20/2023 through 11/20/2024.
2. **Approval of Interlocal (revenue) contract for Center for Safe and Secure Schools with Alief ISD in the amount of \$14,875 for the SERIES Package** (Corrective Action from Audit Cycle - NIMS/ICS and Campus Safety Response Training) sessions for the period of 12/01/2023 through 07/31/2024

3. **Ratification of Interlocal (revenue) contract for FY 2023 in the aggregate amount of \$111,000 with ABS West with the following district:** Houston ISD for twenty (20) in-county ESY contracts in the amount of \$111,000 (\$5,550 each) for the contract period of 06/07/2023 through 07/13/2023.
 4. **Ratification of Interlocal (revenue) contract for ABS East in the aggregate amount of \$49,950 for FY 2023 with the following district:** Houston ISD for nine (9) in-county ESY contracts in the amount of \$49,650 (5,550 each) for the contract period of 06/07/2023 through 07/13/2023.
 5. **Ratification of Interlocal (revenue) contracts for ABS West in the aggregate amount of \$287,700 for FY 2024 with the following districts:** Amendment #2 to the Annual Contract with Magnolia ISD to increase the aggregate amount from \$55,000 to \$82,500 (an increase of \$27,500) for one (1) additional unit for a total of three (3) units (out-of-county \$27,500 each); Amendment #1 to the Annual Contract with Willis ISD to increase the aggregate amount from \$55,000 to \$110,000 (an increase of \$55,000) for two (2) additional units for a total of four (4) units (out-of-county \$27,500 each); and Annual Contract with Tomball ISD for four (4) in-county annual contracts in the amount of \$95,200 (\$23,800 each) for the contract period of 08/28/2023 through 06/03/2024.
 6. **Ratification of Interlocal (revenue) contract amendment for School-Based Therapy Services in the aggregate increased amount of \$47,130 for FY 2024 with YES PREP Public Schools.** The aggregate amount is proposed to be amended from \$43,120 to \$47,310 (a \$4,190 increase) to add additional days of therapy services for the period of 08/16/2023 through 08/15/2024.
 7. **Ratification of Interlocal (revenue) contract with School-Based Therapy Services in the aggregate amount of \$17,395 for FY 2024 therapy services with the following district:** Stafford MSD (22 students served in FY23) in the amount of \$17,395 for the period of 09/01/2023 through 08/31/2024.
- E. Consider ratification/approval of the following items for the HCDE Choice Partners Cooperative:
1. **Approval to rescind Contract Award No. 23/008EJ Advisors, Coaches, Counselors, Speakers and Trainers and Contract Award No. 21/056YR-03 Short term Vocational Programs for Adult Education to Healthy Boundaries** effective 11/08/2023
 2. **Approval to rescind Contract Award No. 23/026KN-01 for Health, Medical, Veterinary Supplies, and Related Items to Henry Schein Medical a division of Henry Schein, Inc.,** effective 06/21/2023.

3. **Approval to rescind Contract Award No. 23/029SG-12 for STEM and CTE Materials and Related Items to Patterson Dental Supply Inc., effective 06/21/2023.**
 4. **Approval of the Contract Award for job no. 24/004TC for Auctioneer Services and Related Solutions with the following vendors:** Auctions International, Inc. (24/004TC-01) and Lemons Auctioneers dba Online Pros (24/004TC-02) for the period 11/15/2023 through 11/14/2024.
 5. **Approval of HCDE Interlocal Agreements with:** Blanco ISD, Blanco, Texas; Boyd ISD, Boyd, Texas; Eastland ISD, Eastland, Texas; Education Service Center Region 15, San Angelo, Texas; Peaster ISD, Weatherford, Texas; Robinson ISD, Robinson, Texas, and Southwest Key Programs, Austin, Texas.
- F. Consider ratification/approval of the following items for Internal Purchasing:
1. **Approval of Contract Award for job no. 23/048IA for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** After School to Achieve, American Robotics Academy (Animation Station Inc), Be A Champion, Inc., Boys and Girls Clubs of Greater Houston, Bricks Foundation, Comp-U-Dopt, DiscoverU, Good News Church, Harris County Cultural Arts Center (Harris County Cultural Arts Council), Houston Healthy Hip-Hop (Chris Cortez), Houston Marathon Foundation, HTX Art LLC, iCook After School, Innovation Learning LLC, JumpBunch Houston (EKM Activities, LLC), Kidz Knect Resource Center, Level UP Enrichment, Little Learners LLC, Mad Science of Houston (Little Scientists Inc.), Making it Better, Math-A-Matics Tutoring, LLC, Meagan Copelin Global Management Consultants, Monica Lewis School of Etiquette, Namitzi Yoga (Mitzi Henderson), OnPurpose Enrichment, Inc., Passion to Purpose (J. Brielle Handmade Goods), PCS Edventures (PCS Education Systems, Inc.), Purpose Kids (Fellowship of Purpose Early Childhood Learning Center), PurposeFull Brands + Strategies (PurposeFull Brands and Strategies Holdings LLC), RaRa Foundation Inc., Shaolin Temple Kungfu Center LLC, Sisters Empowering S.I.S.T.A.S., Inc., Soccer Stars of Central Houston (Lucky Stars Texas LLC), Soccer Stars of North Houston (Goal Geeks, LLC), Sterling Empowerment, The Center for Pursuit, The Ensemble Theatre, The Sanders Hand, Touch of Keys Music Fine Arts, Tutorfly (Tutorfly Holdings Inc.), World Youth Foundation, Inc., Writers in the Schools, and YMCA of Greater Houston for the period of 12/01/2023 through 11/30/2028.
 2. **Approval of Contract Award for job no. 24/006YR for Local Food and Catering Services** to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: CJS Subs, LLC dba Lenny Grill & Subs 268; HZ LM Casual Foods, LLC dba la Madeleine French Cafe, and Panera Bread Company dba Panera Bread for the period of 11/15/2023 through 11/14/2028.

7. **ACTION ITEMS – NON-CONSENSUS**

1. **Approval of Guaranteed Maximum Price Amendment for Irvington Renovation Project with Durotech, Inc. CMAR Work Package #2 (RFP #23/010KJ) in the amount of \$11,800,205** and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute a GMP Amendment. A budget amendment is proposed to fund this project.
2. **Approval of the Job Order Contracting project delivery method and JOC contract with Quality Security Systems (RFP 21/021MJ-31) in the aggregate amount \$220,463** for access and security services for HCDE's Administration Building at 6300 Irvington Blvd. and delegate authority to HCDE Superintendent or his designee to negotiate, finalize, and execute JOC Contract. A budget amendment is proposed to fund this project.
3. **Ratification of Service Agreement with Pioneer (Job no. 21/042MJ-03) in the amount of \$136,732** to provide moving services for the Irvington Renovation Project for the contract period of 10/31/2023 through 08/31/2024.
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, including, but not limited to, Superintendent's evaluation.
 - 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 filling vacant HCDE Trustee seat: Position 6, Precinct 1
9. **RECONVENE** for possible action on items discussed in executive session
 - A. **Discussion and possible action** regarding filling vacant HCDE Trustee seat: Position 6, Precinct 1
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
 - A. **Human Resources**
 1. Personnel
 2. Employee Count

- B. **In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a product request to H-E-B** to support the Center for Educators Success' 38th Annual R.T. Garcia Early Childhood Winter Conference scheduled for 01/27/2024.

 - C. **In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a proposal to Nordstrom Cares** in the amount of \$20,000 to support CASE for Kids' LevelUp Houston! Requested funds will serve 1,500 youth.
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 13, 2023, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "James Colbert, Jr.", is centered on the page.

James Colbert, Jr.
County School Superintendent