

**Harris County Department of Education
Minutes of Regular Board Meeting
April 16, 2025**

The Harris County Board of School Trustees met in regular session on April 16, 2025, in the Board Room, at 6300 Irvington Boulevard, Houston, Texas 77022. Amy Hinojosa, Board President, called the meeting to order at 1:01 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:**

Amy Hinojosa, Board President; Erica Davis, Second Vice President; Andrea Duhon; Richard Cantu; Eric Dick; John McGee and Silky Joshi Malik

**Board Members
Absent:**

None

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; Danielle Bartz, Chief of Staff; Jessica Bermea, Executive Assistant Board to Trustees; Joe Carreon, Director Construction; Lisa Caruthers, Senior Director, CASE for Kids; Danielle Clark, Chief Communications Officer; Leslie Edwards-Ethridge, Director, Center for Safe and Secure Schools; Chris Hoesel, Director Information Technology; Eduardo Honold, Senior Director Adult Education; Edna Johnson, Director of Purchasing; Marica Leiva, Chief Accounting Officer; Charles Ned, Senior Director Schools; Venetia Peacock, Senior Director, John Prestigiacomo; Head Start; Yolanda Pyrtle, Director Research and Evaluation Institute; Lindsey Sanders, Director Communications and Creative Services; Andrea Seagraves, Senior Director, Center for Educator Success; Dr. Tyrone Sylvester, Executive Director, Human Resources; Trina Silva, Education Foundation Community Development Director; Dr. Michelle Willaims, Executive Director Facilities

Visitors:

None.

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1. **Invocation** - Armando Rodriguez, Manager Community Partnerships, Head Start
2. **Pledge of Allegiance to the US flag** - Candy Sosa, Benefits Specialist, Human Resources
3. **Pledge of Allegiance to the Texas flag** - Candy Sosa, Benefits Coordinator, Human Resources
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.

None.

5. **REPORTS AND PRESENTATIONS**

- A. **Employee of the Month** - Dr. Tyrone Sylvester, Executive Director of Human Resources

Dr. Sylvester presented the April Employee of the Month, Jasmine Castleberry, Manager, CASE for Kids. Communications showed a brief video showing her role and impact.

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

Superintendent James Colbert updated the board on the final stages of the Irvington building renovation and welcomed the Board of Trustees to the 1st Floor Renovation Reveal, scheduled for Thursday, April 17, 2025 at 1 p.m. Additionally, the Superintendent extended an invitation to the board to attend the NPO Picnic in the Parking Lot on Thursday, April 24, 2025 at 11:30 a.m. Lastly, Superintendent Colbert announced the upcoming Celebration of Excellence dinner on Wednesday, May 21, 2025 at 5 p.m., honoring Employees of the Month, Teachers of the Year and Teacher Assistants of the Year; Mr. Colbert described this event as an opportunity to reflect on the past school year and recognize outstanding individuals within our organization.

- C. **Annual Division Update** - Dr. Tyrone Sylvester, Executive Director, Human Resources

- D. **Annual Division Update** - Venetia Peacock, Senior Director, Head Start

- 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.

None.

- F. **Report of Board Committees** - Committee Chairs

None.

- G. **Monthly Financial Reports through 03/31/2025** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services

H. Update regarding power market in anticipation of electricity contract (FY 26).

Dr. Amezcua provided an update on the energy market.

Motion made by Trustee Davis, seconded by Trustee Cantu to approve all Consensus Items.

Motion passes with 7-0 voting to approve all Consensus Items.

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 March 2025

B. Consider acceptance of the following Board Meeting Minutes

1. February 26, 2025 Governmental Relations Committee Meeting Minutes
2. February 26, 2025 Regular Board Meeting Minutes
3. March 31, 2025 Called Board Meeting Minutes

C. Consider acceptance of the following grant award:

1. **Consider acceptance of the Office of Head Start (OHS) Program Performance Summary Report-Grant No. 06CH011535 of the Harris County Department of Education Head Start Program.**

D. Consider approval of the following grant proposal:

1. **Consider approval to submit an application for Grant No. 06HP000559 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS), in the amount of \$5,391,858 for continued funding of Harris County Department of Education Early Head Start-Child Care Partnerships for the budget period of 09/01/2025 through 08/31/2026.**

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

1. **Consider ratification of Interlocal (Revenue) Agreement for FY 2025 in the aggregate amount of \$34,200 with Highpoint School East and the following district: KIPP Texas, Inc. for three (3) in-county annual contracts (\$11,400 each), for the period of 08/26/2024 through 06/05/2025.**
2. **Consider approval of Interlocal (Revenue) ESY Agreement in the aggregate amount of \$36,000 with ABS West and the following district: Katy ISD for six (6) in-county ESY contracts (\$6,000 each) for FY 2025 for the period of 06/11/2025 through 07/10/2025.**
3. **Consider approval of Interlocal (Revenue) Agreement with Etoile Charter Academy and the Center for Safe and Secure Schools Division for Safety Audits for the period of 04/17/2025 through 08/31/2025, in an amount not to exceed \$3,200, servicing 2 sites in one phase.**

4. **Consider ratification of Interlocal (Expenditure) Agreements for FY 2025 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 12, Year 2 grant, for the period of 08/01/2024 through 07/31/2025 in the aggregate amount of \$598,230 with the following entities:** Sheldon ISD in the amount of \$187,200 (75 students served); Galena Park Independent School District in the amount of \$223,830 (75 students); and Crosby Independent School District in the amount of \$187,200 (75 students).
 5. **Consider ratification of Interlocal (Expenditure) Agreements for FY 2025 CASE for Kids Nita M. Lowey 21st Century Community Learning Center(s) Cycle 11, Year 4 grant, for the period of 08/01/2024 through 07/31/2025 in the aggregate amount of \$280,000 with the following entities:** Galena Park Independent School District in the amount of \$55,000 (110 students served); Alief Independent School District in the amount of \$90,000 (110 students); Humble Independent School District in the amount of \$90,000 (110 students); and Association for the Advancement of Mexican Americans (AAMA) in the amount of \$45,000 (92 students).
 6. **Consider ratification of the Interlocal (Revenue) Agreement for FY2025 in the aggregate amount of \$47,600 with ABS East and the following district: YES Prep Public Schools** for two (2) in-county annual contracts (\$23,800 each) for FY 2025 for the period of 08/26/2024 through 06/05/2025.
 7. **Consider ratification of the Interlocal (Expenditure) Agreement for FY 2025 CASE for Kids Partnership grant, for the period of 10/01/2024 through 07/31/2025 in the amount of \$30,000, with the following entity:** Sheldon Independent School District (80 students served).
 8. **Consider ratification of Interlocal (Expenditure) Agreements for CASE for Kids Project CASE Debates in the aggregate amount of \$20,000 for FY 2025, for the period of 09/16/2024 through 08/31/2025 with the following entities:** Aldine Independent School District in the amount of \$17,500; and YES Prep Public Schools-Southwest in the amount of \$2,500 (a maximum of 200 students served).
 9. **Consider ratification of Interlocal (Revenue) Agreement for Records Management Services and Harris County Toll Road Authority in the amount of \$30,000 for the period of 03/01/2025 through 02/28/2026.**
- F. **Consider approval of the following items for the HCDE Choice Partners Cooperative:**
1. **Consider approval of the Contract Award for Job No. 25/020AK for Bottled Drinking Water, Coolers, and Other Beverage Related Products for the period of 06/20/2025 through 06/19/2026 with the following vendor:** The Masters Distribution Systems Company, Inc. (25/020AK-02).
 2. **Consider approval of HCDE Interlocal Agreements with:** Museum of Fine Arts, Houston, Houston, Texas; Naval Supply System Command (NAVSUP) Fleet Logistics Center, Mechanicsburg, Pennsylvania; Paris Junior College, Paris, Texas; Port of Everett, Everett, Washington; University of Cincinnati, Cincinnati, Ohio; and West Hardin County CISD, Saratoga, Texas.

G. Consider approval of the following items for Internal Purchasing:

- 1. Consider approval to amend CH Local FY 2025 to add Boys and Girls Clubs of Greater Houston (Job No. 23/048IA) in the amount of \$95,000; Houston Healthy Hip Hop (Job No. 22/012IA-2) in the amount of \$95,000; Kid Create Studios (Job No. 23/006IA-4) in the amount of \$95,000, and increase Consumer Energy Education Foundation (Job No. 21/056YR) by \$15,000 to the amount of \$95,000; Diaz Music Institute (Job No. 22/012IA-2) by \$25,000 to the amount of \$120,000; Monarch Academy (Job No. 23/006IA-4) by \$45,000 to the amount of \$180,000; TWST4Girls (Job No. 23/006IA-4) by the amount of \$15,000 to the amount of \$95,000; and Young Audiences, Inc. of Houston (Job No. 23/048IA-2) by \$25,000 to the amount of \$120,000, for the Comprehensive after school programs funded by 21st Century Cycle 11, Cycle 12, Partnership and grant recipients of City Connections and/or County Connections.**
- 2. Consider approval of Contract Award for Job No. 25/008TD-2 for Event Spaces and Venues for the period of 04/17/2025 through 04/16/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: The Anderson Center for the Arts; Salon 180 Angels, Inc. DBA Bsgg youth program-Stop the violence; and Imagen Management Group Inc.**
- 3. Consider approval of Contract Award for Job No. 25/007IA-2 for Local Food and Catering Services, for the period of 05/01/2025 through 04/30/2030 to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal: Chef MD Catering, LLC; HERB'N SWIGG, LLC; Southern Ice Cream; and Supreme Works Incorporated.**
- 4. Consider approval of audit services engagement with Whitley Penn (Job No. 21/028YR) for fiscal year ending 08/31/2025, for an estimated amount of \$59,700. Per Texas Education Agency requirements, an annual independent audit must be conducted.**
- 5. Consider approval to add MBS Securities to list of approved investment brokers in accordance with the Public Funds investment Act.**

7. ACTION ITEMS - NON-CONSENSUS

- 1. Consider approval of the 2025 - 2026 HCDE Work / Holiday Calendar**

Motion made by Trustee Davis, seconded by Trustee Duhon to approve the 2025-2026 HCDE Work/Holiday Calendar.

Motion passes with 7-0 voting to approve the 2025-2026 HCDE Work/Holiday Calendar.

2. **Consideration ratification of Job Order Contract (JOC) with Blackmon Mooring for \$93,179 (Job No. 24/002TC-01) for Disaster Mitigation Commodities/Services with Disaster Recovery at HCDE's North Post Oak facility.**

Motion made by Trustee Joshi Malik, seconded by Trustee Davis to ratify the Job Order Contract (JOC) with Blackmon Mooring for \$93,179 (Job No. 24/002TC-01) for Disaster Mitigation Commodities/Services with Disaster Recovery at HCDE's North Post Oak facility.

Motion passes with 7-0 voting to ratify the Job Order Contract (JOC) with Blackmon Mooring for \$93,179 (Job No. 24/002TC-01) for Disaster Mitigation Commodities/Services with Disaster Recovery at the HCDE's North Post Oak facility.

3. **Consider approval of Change Order #1 with Durotech, Inc. (Job No. 23/010KJ) for Phase 1 Miscellaneous Building Improvements at 6300 Irvington Blvd. Houston, TX 77022 in the amount of \$611,986 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the change order.**

Motion made by Trustee Duhon, seconded by Trustee McGee to approve the Change Order#1 with Durotech, Inc. (Job No. 23/010KJ) for Phase I Miscellaneous Building Improvements at 6300 Irvington Blvd. Houston, TX 77022 in the amount of \$611,986 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the change order.

Motion passes with 7-0 voting to approve Change Order #1 with Durotech, Inc. (Job No. 23/010KJ) for Phase 1 Miscellaneous Building Improvements at the 6300 Irvington Blvd. Houston, TX 77022 in the amount of \$611,986 and delegate authority to the Superintendent or his designee to negotiate, finalize, and execute the change order.

4. **Consider approval of Contract Amendment #1 with cre8 Architects (Job No. 24/042IA) for Additional Services regarding Miscellaneous Project Scope and Design Revisions at 6300 Irvington Blvd, Houston, TX 77022 in the amount of \$100,300 and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the Contract Amendment.**

Motion made by Trustee Joshi Malik, seconded by Trustee Duhon to approve Contract Amendment #1 with cre8 Architects (Job No. 24/042IA) for Additional Services regarding Miscellaneous Project Scope and Design Revisions at 6300 Irvington Blvd, Houston, TX 77022 in the amount of \$100,300 and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the Contract Amendment.

Motion passes with 7-0 voting to approve Contract Amendment #1 with cre8 Architects (Job No. 24/042IA) for Additional Services regarding

Miscellaneous Project Scope and Design Revisions at 6300 Irvington Blvd, Houston, TX 77022 in the amount of \$100,300 and delegate authority to the Superintendent or his designee to negotiate, finalize and execute the Contract Amendment.

The Board entered Executive Session at 2:16 p.m.

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

1. Obtain legal advice regarding pending litigation against HCDE.
2. Deliberate the evaluation, duties, and/or discipline of HCDE officers, including, but not limited to, HCDE Trustee Position 4, Precinct 3, and obtain legal advice regarding the same.
 - 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 property(ies) and obtain legal advice regarding the same.

The Board reconvened at 3:58 p.m.

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

1. Possible action regarding pending litigation against HCDE.

Motion made by Trustee McGe, seconded by Trustee Cantu e to authorize the Superintendent to take action regarding the pending litigation involving CLTD as discussed in closed session and to negotiate, finalize, and execute any agreement relating thereto..

Motion passes with 7-0 voting to authorize the Superintendent to take action regarding the pending litigation involving CLTD as discussed in closed session and to negotiate, finalize, and execute any agreement relating thereto.

2. Possible action regarding the evaluation, duties, and/or discipline of HCDE Trustee Position 4, Precinct 3.

None.

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

None.

11. INFORMATION ITEMS

1. **Submission of grant proposal to the Moody Foundation, via the Education Foundation of Harris County, in the amount of \$180,000 to support CASE for Kids' LevelUp! Houston.**
Requested funds will serve 1,200 students in grades 4-8 to help develop skills in STEM subjects, problem-solving and teamwork. The project will also assist 250 out-of-school time professionals with career advancement.

A. Human Resources

1. Personnel
2. Employee Count

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, May 21, 2025, at 1:00 p.m.

Motion made by Trustee Duhon, seconded by Trustee Joshi Malik to adjourn the meeting.

Motion passes with 7-0 voting to adjourn the meeting.

Meeting adjourned at 3:59 p.m.



Amy Flores Hinojosa
Board President



Erica Davis
Second Vice President