

**Harris County Department of Education  
Minutes of Regular Board Meeting  
April 21, 2021**

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The Harris County Board of School Trustees met in regular session on April 21, 2021 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Eric Dick, Board President, called the meeting to order at 1:13 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:** Eric Dick, Board President; Danny Norris, Board Vice President; David Brown; Richard Cantu; Erica Davis; Andrea Duhon; and Amy Hinojosa

**Board Members Absent:** None

**Board Attorney:** Sarah Langlois

**Administration:** James Colbert, Jr., County School Superintendent; Jesus Amezcua, CPA, Assistant Superintendent for Business Services; Jonathan Parker, Assistant Superintendent for Academic Support; and CJ Rodgers, Assistant Superintendent for Education and Enrichment

Julia Andrews, Director Center for Safe and Secure Schools; Danielle Bartz, Chief of Staff; Joe Carreon, Director Facilities Construction; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Jeff Drury, Director Choice Partners Cooperative; Charles Ned, Senior Director Schools Division; Venetia Peacock, Senior Director Head Start; Stephanie Ross, Director Adult Education; Natasha Truitt, Executive Director Human Resources; Rich Vela, Senior Director

**Visitors:** Dan Waldrop, LAN; JP Grom, LAN

1. **Invocation** - Donald Mims, Records Management
2. **Pledge of Allegiance to the US flag** - James Stancill, Head Start
3. **Pledge of Allegiance to the Texas flag** - James Stancill, Head Start
4. **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.  
*No one from the public requested to address the Board.*
5. **Reports and presentations:**
  - A. **Superintendent Monthly Report** – Superintendent James Colbert, Jr. reported on the initiation of HCDE's yearly budget process. He discussed the informational mailer being sent to Harris County residents emphasizing the Adult Education and Schools Divisions.
  - B. **Annual Division Update on Head Start** - Venetia Peacock, Senior Director
  - C. **Annual Division Update on Records Management** - Curtis Davis, Director
  - D. **Reports of Board Committees** - Committee Chairs  
*No committee reports were presented.*
  - 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.  
*No other reports from Board members were presented.*
  - F. **Monthly Financial Reports through 03/31/2021** - Jesus Amezcua, Assistant Superintendent for Business Services

*The administration requested to remove item 6.A.2. from the consensus agenda.*

*Andrea Duhon requested to remove items 6.E.12., 6.E.13., 6.E.14. and 6.E.15. from the consensus agenda.*

*Richard Cantu requested to remove items 6.D.1., 6.D.2., 6.D.3. and 6.F.1. and 6.F.2. from the consensus agenda.*

*Motion made by Danny Norris, seconded by Amy Hinojosa to approve the remaining agenda items with the exception of 6.A.2., 6.D.1., 6.D.2., 6.D.3., 6.E.12., 6.E.13., 6.E.14., 6.E.15., 6.F.1. and 6.F.2.*

*Motion passes with 7-0 voting to approve all remaining items in the consensus agenda with the exception of 6.A.2., 6.D.1., 6.D.2., 6.D.3., 6.E.12., 6.E.13., 6.E.14., 6.E.15., 6.F.1. and 6.F.2.*

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. Monthly Disbursement Report
3. Monthly Investment Report for March 2021

B. Consider approval of the following Board Meeting Minutes:

1. 02/10/2021 Board Workshop
2. 02/22/2021 Board Workshop
3. 03/03/2021 Board Workshop
4. 03/03/2021 Board Meeting
5. 03/12/2021 Board Workshop Retreat Meeting
6. 03/25/2021 Special Board Meeting
7. 04/07/2021 Board Secretary Hiring Committee

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

1. **Consider approval for HCDE Head Start to submit a grant request for the 2021 Cost-of-Living Adjustment (COLA) Funds** in the amount of \$27,390 for the project period of 09/01/2021 - 08/31/2022 (fully funded by Head Start funds)
2. **Consider approval for HCDE Head Start to submit a grant request for the 2021 Cost-of-Living Adjustment (COLA) Funds** in the amount of \$147,613 for the project period of 01/01/2021 - 12/31/2021 (fully funded by Head Start funds).
3. **Consider approval to submit a budget revision grant request application in the amount of \$326,133 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS) for Disaster Relief funds for the Coolwood Head Start Campus Project; award notice 06TD000058.**
4. **Consider approval to submit the Early Head Start-Child Care Partnerships Carryover Grant request in the amount of \$82,849** from Grant Number 06HP000311 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS).
5. **Consider approval to submit the Early Head Start-Child Care Partnerships 19-20 COVID-19 Carryover Grant request in the amount of \$53,987** from Grant Number 06HP000311 to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS).

- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of a Contract Renewal option for job no. 18/033KC for Drug & Alcohol Testing Services & Related Items with the following vendors:** DISA Global Solutions, Inc. dba DISA, Inc (fka Forward Edge, Inc.) (#18/033KC-01), and Pinnacle Medical Management (#18/033KC-02) for the period 05/21/2021 through 05/20/2022.
  2. **Consider approval of a Contract Renewal option for job no. 18/036MC for Mechanical, Electrical, Plumbing (MEP) and Related Items with the following vendors:** A/W Mechanical Services, LP (#18/036MC-01); CFI Mechanical, Inc. (#18/036MC-02); LECS, Ltd. (#18/036MC-05); Letsos Company (#18/036MC-06); Star Service, Inc. (#18/036MC-07), and TK Boilers, LLC dba Gulf Coast Boiler Service Company (#18/036MC-08) for the period 05/16/2021 through 05/15/2022.
  3. **Consider approval of a Contract Renewal option for job no. 19/025KD for Office Supplies with the following vendors:** Butler Business Products, LLC (#19/025KD-01); Challenge Office Products, Inc. (#19/025KD-04); Educator's Depot, Inc. (#19/025KD-05); Hallmark Office Products, Inc. (#19/025KD-06), Liberty Data Products, Inc. dba Liberty Office Products (#19/025KD-07); M.A.N.S. Distributors, Inc. (#19/025KD-08); School Specialty, Inc. (#19/025KD-10); E.A. Arredondo dba Standard Office Products (#19/025KD-11), and Tejas Office Products, Inc. (#19/025KD-12) for the period 05/15/2021 through 05/14/2022.
  4. **Consider approval of a Contract Renewal option for job no. 19/027MJ for Disaster Recovery Consultants with the following vendor:** Disaster Recovery Services, LLC (#19/027MJ-02) for the period 05/15/2021 through 05/14/2022.
  5. **Consider approval of a Contract Renewal option for job no. 19/033MJ for Furniture, Fixtures, Equipment (FFE) and Related Items with the following vendors:** A. Bargas & Associates, LLC (#19/033MJ-01); Butler Business Products, LLC (#19/033MJ-04); Carolina Biological Supply Company (#19/033MJ-05); Challenge Office Products, Inc. (#19/033MJ-06); Computer Comforts, Inc. (#19/033MJ-07); Educator's Depot, Inc. (#19/033MJ-08); Hallmark Office Products, Inc. (#19/033MJ-11); Kaplan Early Learning Company (#19/033MJ-12); Dannette Davis dba Kay Davis Associates, LLC (#19/033MJ-13); Lakeshore Equipment Company dba Lakeshore Learning Materials (#19/033MJ-14); Liberty Data Products, Inc. dba Liberty Office Products (#19/033MJ-15); Library Interiors of Texas, LLC (#19/033MJ-16); School Specialty, Inc. (#19/033MJ-18), and Tesco Industries, LLC (#19/033MJ-19) for the period 05/15/2021 through 05/14/2022.
  6. **Consider approval of a Contract Renewal option for job no. 19/036MR for JOC-IDIQ Heating, Ventilating, and Air Conditioning (HVAC) with the following vendors:** Haynes Mechanical Systems, Inc. (#19/036MR-02); HVAC Mechanical Services of Texas, Ltd. dba Hunton Services (#19/036MR-03), Lange Mechanical Services, L.P. (#19/036MR-04); and The Brandt Companies (#19/036MR-05) for the period 05/15/2021 through 05/14/2022.

7. **Consider approval of a Contract Renewal option for job no. 20/028MJ for Cleaning of Parking Lots, Exterior Buildings, Environmental Solutions and Related Services with the following vendors:** Ameri-Clean (#20/028MJ-01); ERC Environmental & Construction Services, Inc. dba ERC (#20/028MJ-02); Mid-Continental Restoration, Co. Inc. (#20/028MJ-03); Prestige Building Group, LLC (#20/028MJ-04), and Satco Services, Inc. dba Southern Care Sweeping and Paving Company (#20/028MJ-05) for the period 05/20/2021 through 05/19/2022.
8. **Consider approval of a Contract Renewal option for job no. 20/029MJ for Uniforms and Related Services with the following vendors:** Sonali Sheth dba Blue Ribbon Styles (#20/029MJ-01); Brandit, LLC (#20/029MJ-02); Buffalo Specialties, Inc. (#20/029MJ-03); Riddell/All American Sports, Corp. dba Riddell (#20/029MJ-04), and Stanbury Uniforms, LLC (#20/029MJ-05) for the period 05/20/2021 through 05/19/2022.
9. **Consider approval of a Contract Renewal option for job no. 20/030MR for Tree Trimming, Landscaping, Debris Removal and Related Services with the following vendors:** Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service (#20/030MR-01); Asplundh Tree Expert, LLC (#20/030MR-02); Metropolitan Landscape Management, Inc. (#20/030MR-03), and Yellowstone Landscape-Central, Inc. (#20/030MJ-04) for the period 05/20/2021 through 05/19/2022.
10. **Consider approval of a Contract Renewal option for job no. 20/031KN for Insurance and Third Party Administration Services with the following vendors:** Brown & Brown Lone Star Insurance Services dba Alamo Insurance Corp. (#20/031KN-01); Arthur J. Gallagher Risk Management Services, Inc. (#20/031KN-02); Financial Benefit Services, LLC (#20/031KN-03); First Financial Administrators, Inc. (#20/031KN-04), and Kean Financial Services, Inc. dba US Employee Benefits Services Group (#20/031KN-05) for the period 05/20/2021 through 05/19/2022.
11. **Consider approval of a Contract Renewal option for job no. 20/035MJ for Flags, Flag Poles, Accessories, and Related Items with the following vendor:** Eagle Flag Products, Inc. dba Eagle Mountain Flag & Flagpole (#20/035MJ-01) for the period 05/20/2021 through 05/19/2022.
16. **Consider approval of HCDE Interlocal Agreements with:** Texas State University System, Austin, Texas; Aledo ISD, Aledo, Texas; Bridge City ISD, Bridge City, Texas; Union Grove ISD, Gladewater, Texas (Signature Update Only); Como-Pickton CISD, Como, Texas; Seminole County Sheriff's Office, Sanford, Florida; Everett Community College, Everett, Washington (Signature Only); Delaware River Joint Toll Bridge Commission, Yardley, Pennsylvania; Wilson Elementary District #007, Phoenix, Arizona; Nadaburg Unified School District, Wittman, Arizona; Port of Texas City Security Council, Inc. (PTCSC), Texas City, Texas, and City of Sweeny, Sweeny, Texas.

6. F. Consider approval of the following items for Internal Purchasing:
3. **Consider approval of Contract Award for job no. 21/024IA District Assessment for the Center for Safe and Secure Schools with the following vendor:** Safer Schools Together (SST USA Inc) for the period of 05/01/2021 through 04/30/2022.

**Items pulled from the consent agenda to be considered independently:**

6. A. 2. **Consider approval of Monthly Budget Amendment Report**

*Motion made by Danny Norris, seconded by Richard Cantu to approve the Budget Amendment Report and to accept the Head Start grant in the amount of \$6,113,791.00.*

*Motion passes with 7-0 voting to approve.*

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

1. **CASE for Kids (revenue agreement) with Harris County for the period of 04/22/2021 through 09/30/2021 in the amount up to \$712,250** for CASE for Kids to administer a grant program called "Harris County Connections" to support summer youth programming and camps.

*Motion made by Richard Cantu, seconded by Danny Norris to approve the CASE for Kids (revenue agreement) with Harris County for the period of 04/22/2021 through 09/30/2021 in the amount up to \$712,250 for CASE for Kids to administer a grant program called "Harris County Connections" to support summer youth programming and camps.*

*Motion passes with 7-0 voting to approve.*

2. **Ratification of Service Agreement (expenditure) with Boys and Girls Club Houston for Partnership Project grant award in the amount of \$40,000 to serve Havard Club and HoltHouse Club for a total of 200 students;** this grant award is in addition to a \$10,000 City Connections grant award for Ft. Bend Club serving 200 students in City Council District K for a total aggregate amount of \$50,000 with CASE for Kids.

*Motion made by Richard Cantu, seconded by David Brown to ratify the Service Agreement (expenditure) with Boys and Girls Club Houston for Partnership Project grant award in the amount of \$40,000 to serve Havard Club and HoltHouse Club for a total of 200 students; this grant award is in addition to a \$10,000 City Connections grant award for Ft. Bend Club serving 200 students in City Council District K for a total aggregate amount of \$50,000 with CASE for Kids.*

*Motion passes with 7-0 voting to ratify.*

3. **Ratification of Amendment #1 to Interlocal Contract (expenditure) contract with Houston ISD for FY21 CASE for Kids Partnership Project grant to increase award amount by \$64,100** to serve an additional 5 programs and an additional 795 students for an aggregate award total of \$161,100 for a total of 1,685 students served.

*Motion made by Richard Cantu, seconded by Danny Norris to ratify Amendment #1 to Interlocal Contract (expenditure) contract with Houston ISD for FY21 CASE for Kids Partnership Project grant to increase award amount by \$64,100 to serve an additional 5 programs and an additional 795 students for an aggregate award total of \$161,100 for a total of 1,685 students served.*

*Motion passes with 7-0 voting to approve.*

6. E. 12. **Consider approval to rescind Contract Award No. 21/020SG-02 for Early Childhood Supplies and Related items** to Alison's Trading Corp dba Alison's Montessori and Educational Materials, effective January 20, 2021 due to the vendor not accepting the standard terms and conditions.

*Motion made by Andrea Duhon, seconded by Danny Norris to rescind Contract Award No. 21/020SG-02 for Early Childhood Supplies and Related items to Alison's Trading Corp dba Alison's Montessori and Educational Materials, effective January 20, 2021 due to the vendor not accepting the standard terms and conditions.*

*Friendly amendment by Andrea Duhon and Danny Norris to approve items 6.E.12., 6.E.13., 6.E.14., and 6.E.15.*

*Motion passes with 7-0 voting to approve items 6.E.12., 6.E.13., 6.E.14., and 6.E.15.*

13. **Consider approval to rescind Contract Award No. 21/020SG-05 for Early Childhood Supplies and Related Items to Committee for Children**, effective January 20, 2021 due to the vendor not accepting the standard terms and conditions.
14. **Consider approval of Amendment #1 to Service Contract for job no. 18/034MR for Choice Contracted Services with Ann Marie Harbour** in the amount of \$33,000, including reimbursable expenses, for the period of 04/21/2021 through 08/31/2021. The total amount of this contract should not exceed \$75,000.
15. **Consider approval of Amendment #1 to Services Agreement for job no. 19/029KJ for Choice Partners Consulting Services with F&S Calhoun Consulting, Inc.** in the amount of \$24,500, including reimbursable expenses, for the period of 04/21/2021 through 08/31/2021. The total amount for this contract should not exceed \$64,000.

6. F. **Consider approval of the following items for Internal Purchasing:**

1. **Consider approval of Contract Award for job no. 21/026YR Contracted Services for Adult Education with the following proposer(s): Gail C. Stanford** for the period of 04/21/2021 through 04/20/2026 subject to annual appropriations of funding.

*Motion made by Danny Norris, seconded by Richard Cantu to approve Contract Award for job no. 21/026YR Contracted Services for Adult Education with the following proposer(s): Gail C. Stanford for the period of 04/21/2021 through 04/20/2026 subject to annual appropriations of funding.*

*Friendly amendment by Danny Norris and Richard Cantu to approve items E.F.1. and E.F.2.*

*Motion passes with 7-0 voting to approve items E.F.1. and E.F.2.*

2. **Consider approval of Contract Award for job no. 21/005IA-2 for CASE for Kids Content Area Services and Trainers with the following vendors:** Ben DeSoto; CHAT (Culture of Health-Advancing Together); and Training and Leadership Consulting for the period of 05/01/2021 through 04/30/2026.

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

- A. **Consider approval of the 2021-2022 HCDE Work/Holiday Calendar**

*Motion made by David Brown, seconded by Danny Norris to approve the 2021-2022 HCDE Work/Holiday Calendar.*

*Motion passes with 7-0 voting to approve.*

- B. **Consider adoption of revised Board Operating Procedures**

*Motion made by Danny Norris, seconded by David Brown to approve the revised Board Operating Procedures as revised in the meeting. On page 10, the HCDE organizational chart will be revised to show an additional line connecting the Board to the attorney.*

*Motion passes with 7-0 voting to approve the Board Operating Procedures as revised on April 21, 2021.*

- C. **Consider approval of increasing the budget for Irvington Administration Building Renovation Project in the amount not to exceed \$2,600,000** (new revised total budget for the Irvington Administration Building Renovation Project will not exceed \$11,400,000).

*Motion made by Danny Norris, seconded by Richard Cantu to approve increasing the budget for Irvington Administration Building Renovation Project in the amount not to exceed \$2,600,000 (new revised total budget for the Irvington Administration Building Renovation Project will not exceed \$11,400,000).*

*Andrea Duhon requested a breakdown of the 75% of the cost.*

*Danny Norris and Richard Cantu withdrew their motions for this item, and the agenda item will be considered after executive session.*

- D. **Consider adoption of resolution concerning emergency administrative leave with pay in accordance with Policy DEA associated with Winter Storm Uri and its aftermath beginning 02/15/2021 and continuing through 02/22/2021.**

*Motion made by Danny Norris, seconded by David Brown to adopt a resolution concerning emergency administrative leave with pay in accordance with Policy DEA associated with Winter Storm Uri and its aftermath beginning 02/15/2021 and continuing through 02/22/2021.*

*Motion passe with 7-0 voting to adopt.*



- E. **Consider approval to renew the County School Trustees of Harris County, State of Texas' Assumed Name Records Certificate of Ownership for Incorporated Business or Profession filed with the County Clerk of Harris County** and delegate authority to the superintendent or his designee to execute and file the certificate and take any necessary action relating thereto (the name "Harris County Department of Education" is an assumed name and requires renewal and filing every 10 years).

*Motion made by Danny Norris, seconded by David Brown to renew the County School Trustees of Harris County, State of Texas' Assumed Name Records Certificate of Ownership for Incorporated Business or Profession filed with the County Clerk of Harris County and delegate authority to the superintendent or his designee to execute and file the certificate and take any necessary action relating thereto (the name "Harris County Department of Education" is an assumed name and requires renewal and filing every 10 years).*

*Motion passes with 7-0 voting to approve.*

- F. **Consider approval of the project delivery/contract method of Job Order Contracting and approval of the Job Order Contract for the water damage repairs at Sheffield Head Start due to winter storm URI** with Facilities Sources (Job No. 21/021MJ-19) in the total amount of \$288,054.97.

*Motion made by David Brown, seconded by Danny Norris to approve the project delivery/contract method of Job Order Contracting and approval of the Job Order Contract for the water damage repairs at Sheffield Head Start due to winter storm URI with Facilities Sources (Job No. 21/021MJ-19) in the total amount of \$288,054.97.*

*Motion passes with 7-0 voting to approve.*

- G. **Consider the approval for Change Order # 1 from the contract contingency in the amount of \$44,300 and change order # 2 in the amount of \$120,704.83 to the Nash Industries contract for renovations to the existing La Porte Head Start Campus.** (The renovation will be for mold remediation and build back. Funds will to be used from fund balance are \$120,704.83 and funds from contingency funds in the amount of \$44,300 in the Nash Industries contract. The total additional amount of the work to be performed is \$165,004.83).

*Motion made by Danny Norris, seconded by David Brown to approve Change Order # 1 from the contract contingency in the amount of \$44,300 and change order # 2 in the amount of \$120,704.83 to the Nash Industries contract for renovations to the existing La Porte Head Start Campus. (The renovation will be for mold remediation and build back. Funds will to be used from fund balance are \$120,704.83 and funds from contingency funds in the amount of \$44,300 in the Nash Industries contract. The total additional amount of the work to be performed is \$165,004.83).*

*Motion passes with 7-0 voting to approve.*

- H. **Consider approval of Amendment #1 to Services Agreement (expenditure) with EdOpp Solutions, LLC and the HCDE Adult Education Division for Educational and Vocational Training (Certificate programs: customer, administrative assistant and tech programs) services, beginning 07/01/2021 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).**

*Motion made by Richard Cantu, seconded by David Brown to approve Amendment #1 to Services Agreement (expenditure) with EdOpp Solutions, LLC and the HCDE Adult Education Division for Educational and Vocational Training (Certificate programs: customer, administrative assistant and tech programs) services, beginning 07/01/2021 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).*

*Motion passes with 7-0 voting to approve.*

- I. **Consider approval of Amendment #1 to Services Agreement (expenditure) with HTEC (Houston's Training and Education Center) and the HCDE Adult Education Division for Educational and Vocational Training (Business office specialist, Certified Phlebotomy Tech) services beginning 07/01/2020 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).**

*Motion made by Richard Cantu, seconded by Erica Davis to approve Amendment #1 to Services Agreement (expenditure) with HTEC (Houston's Training and Education Center) and the HCDE Adult Education Division for Educational and Vocational Training (Business office specialist, Certified Phlebotomy Tech) services beginning 07/01/2020 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).*

*Motion passes with 7-0 voting to approve.*

- J. **Consider approval of Amendment #1 to Services Agreement (expenditure) with Dean's Staff Solutions and the HCDE Adult Education Division for Educational and Vocational Training (Medical Assistant Pathway and Certified Phlebotomy Tech) services beginning 07/01/2020 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).**

*Motion made by Danny Norris, seconded by Richard Cantu to approve Amendment #1 to Services Agreement (expenditure) with Dean's Staff Solutions and the HCDE Adult Education Division for Educational and Vocational Training (Medical Assistant Pathway and Certified Phlebotomy Tech) services beginning 07/01/2020 and ending 06/30/2021, in the amount of \$69,000 (increase from \$49,000).*

*Motion passes with 7-0 voting to approve.*

- K. **Consider approval of a \$4,765,112 request to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS), for continued funding of HCDE Early Head Start – Child Care Partnerships grant for the 9/1/2021 to 8/31/2022 budget period.**

*Motion made by David Brown, seconded by Danny Norris to approve a \$4,765,112 request to the U.S. Department of Health and Human Services (HHS),*

*Office of Head Start (OHS), for continued funding of HCDE Early Head Start – Child Care Partnerships grant for the 9/1/2021 to 8/31/2022 budget period.*

*Motion passes with 7-0 voting to approve.*

- L. **Consider approval of an Interlocal Agreement (revenue) with Aldine ISD and the HCDE Center for Safe and Secure Schools Division for school safety audits over a three-year cycle** (April 26, 2021-June 10, 2023) in an amount not to exceed \$97,614, servicing 67,130 students.

*Motion made by Danny Norris, seconded by Richard Cantu to approve an Interlocal Agreement (revenue) with Aldine ISD and the HCDE Center for Safe and Secure Schools Division for school safety audits over a three-year cycle (April 26, 2021-June 10, 2023) in an amount not to exceed \$97,614, servicing 67,130 students.*

*Motion passes with 6-0-1 voting to approve, with Erica Davis abstaining.*

*The Board entered into Executive Session at 3:00 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
  - A. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees, including HCDE principals.**
  - B. **Deliberate proposing suspension without pay, pending discharge and terminating probationary contract of employee and obtain legal advice regarding same.**

*Amy Hinojosa left the meeting at 4:15 p.m. and did not return.*

*The Board entered into Open Session at 4:22 p.m.*

- 9. **RECONVENE** for possible action on items discussed in executive session
- 7. C. **Consider approval of increasing the budget for Irvington Administration Building Renovation Project in the amount not to exceed \$2,600,000** (new revised total budget for the Irvington Administration Building Renovation Project will not exceed \$11,400,000).

*Motion made by Richard Cantu, seconded by David Brown to approve increasing the budget for Irvington Administration Building Renovation Project in the amount not to exceed \$2,600,000 (new revised total budget for the Irvington Administration Building Renovation Project will not exceed \$11,400,000).*

*Motion passes with 6-0 voting to approve.*

- 9. A. **Consider proposing suspension without pay, pending discharge, of a probationary contract employee for good cause as determined by the Board.**

*No action was taken on this item.*

- B. **Consider terminating probationary contract of employee at the end of the contract period in the best interest of the Department.**

*No action was taken on this item.*

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

*No future agenda items were requested by any board member.*

11. **INFORMATION ITEMS**

A. **HR Information Items**

B. **Employee Count**

C. **Revenue contracts less than \$50,000 (Cumulative total \$211,570)**

- Between Teaching Learning Center and Varnett Charter School, "Just in Time Coaching", \$20,000.00
- Between Teaching Learning Center and New Caney ISD, "Magnet TEKS and Effective Planning Models", \$5,000.00
- Between Teaching Learning Center and New Caney ISD, "Improving Instructions", \$3,750.00
- Between Teaching Learning Center and Sheldon ISD, "Math Coaching for Teachers and Intervention", \$5,000.00
- Between Teaching Learning Center and Dickinson ISD, "Curriculum Writing", \$16,000.00
- Between Teaching Learning Center and Lamar CISD, "Build Your Bookshelf", \$6,500.00
- Between Teaching Learning Center and Goose Creek CISD, "Math Workshops for Teachers", \$4,500.00
- Between Teaching Learning Center and Lamar ISD, "Virtual Workshops K-12", \$22,000.00
- Between Teaching Learning Center New Caney ISD, "NCISD Power Up Conference", \$4,000.00
- Between School-Based Therapy Services and Stafford MSD, Therapy Services, \$8,676.00
- Between School-Based Therapy Services and Anahuac ISD, Therapy Services, \$7,980.00
- Between School-Based Therapy Services and Conroe ISD, Therapy Services, \$6,384.00
- Between School-Based Therapy Services and Lamar CISD, Therapy Services, \$17,024.00

- Between Records Management and Aldine ISD, Digital Images, \$35,000.00
  - Between Records Management and Vidor ISD, Digital Images, \$49,500.00
- D. **Submission of bid proposal to Harris County Early Childhood Impact Fund in the amount of \$4,960,385, over three years, to support Head Start's Early Childhood Academy.** Requested funds will cover expenses to create two new early childhood programs, personnel for the program, instruction to students, technical assistance and training, and assistance to students' families. The program will service 64 students and their families.
- E. **Submission of letter of inquiry to Braitmayer Foundation to support Education Certification and Advancement's Teacher Certification Program. Requested funds of \$34,250 would provide internal and external reviews of ECA online courses to meet new TEA requirements.**
- F. **Submission of a \$20,000 grant request to the Hogg Foundation for Mental Health to support HCDE Area I Head Start with implementing additional mental health support for students and families.** Funding would benefit 150 unduplicated students and families.
- G. **Acceptance of a one time grant award in the amount of \$20,000 from the HOGG Foundation for Mental Health** to support the Head Start Program Expansion of mental wellness services.
- H. **Submission of a \$5,000 grant request to ALDI to support HCDE Area I Head Start Garden Program** through food and nutrition education to teach the importance of healthy lifestyles to 1,066 students and their families at 14 centers.
- I. **Submission of a \$1,000 grant request to KidsGardening to support HCDE Area I Head Start Garden Program** in using food and nutrition education to teach the importance of healthy lifestyles to 1,066 students and their families at 14 centers.
- J. **Submission of grant proposal to Texas Workforce Commission in the amount of \$748,523 to implement a Career Pathway Professional Development Center for Adult Education programs statewide.** Requested funds will focus on professional development services for integrated education and training (IET) models.
- K. **Expenditure Interlocal contracts less than \$50,000**
- Between CASE and Pasadena ISD, "CASE for Kids Debates", \$8,000
  - Between CASE and Spring ISD, "CASE for Kids Debates", \$4,000.00
- L. **RFP 21/005IA (CASE for Kids Content Area Services and Trainers)** was awarded at the 01/20/2021 Board meeting for the period of 02/01/2021 through 01/31/2022, which was incorrect. The correct term should be 02/01/2021 through 01/31/2026.
- M. **Non-monetary contracts for FY 2021**
- Between Head Start and Legacy Community Health Services, Inc. -"To increase access to primary care" (MOU)

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, May 19, 2021, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

*Motion made by Erica Davis, seconded by Danny Norris to adjourn the meeting.*

*Motion to adjourn passes with 6-0 voting to adjourn.*

*The meeting adjourned at 4:30 p.m.*

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Board President

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Board Secretary