

**Harris County Department of Education
Minutes of Regular Board Meeting
April 18, 2017**

The Harris County Board of School Trustees met in regular session on April 18, 2017 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Eric Dick, Board Vice-President, called the meeting to order at 9:26 a.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 Vice President; Erica Lee Carter; Don Sumners; Diane Trautman

Mike Wolfe arrived at 10:50 a.m.

Board Members Absent: Louis Evans, Board President; George Moore

Board Attorney: Sarah Langlois

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

Jay Atkins, Director Construction; Rebecca Bell, Director Texas Virtual School Network; Ecomet Burley, Director Center for Safe & Secure Schools; Karla Cantu, Board Secretary; Lisa Caruthers, Director CASE for Kids; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners Cooperative; Eduardo Honold, Director Adult Education; Tammy Lanier, Director Communication & Public Engagement; Greg Lookabaugh, Senior Director Facilities; Dee Mattox-Hall, Senior Director Schools Division; Bill Monroe, Director Purchasing; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Helen Spencer, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jeannette Truxillo, Director Research and Evaluation; Arthur Vu, Director Technology; Jimmy Wynn, Special Assistant to Superintendent; Lidia Zatopek, Director Alternative Certification

Visitors: Tracy Abbott; Jennifer Allen; Xavier Barron; Roger Basarich; John Cates; Bobbie Cohen; Daniel Cohen; Melissa Crispin; Crystal Ellison; Tiffany Ferrel; Mike Floyd; Erin Garcia; Regina Hasan; Allie Hayden; Karen Haynes; Kevin Hoffman; Karen Holmes; Robin Johnson; Joseph Le; Mathew Maliel; Sasha

McLean; Bill McLeod; Ann McGleeson-Alton; Santana Perez; Shekita Phillips; Juan Carlos Rangel; Ashley Rickertson; Ana Romero; Bob Rehak; Rhonda Skillern-Jones; Ted Sornson; Don Titcombe; Melissa Torres; Thuy Tran; Mauricio Trujillo; Ricardo Valle; Helena Washington; Frederick Weatherspoon; Nikaya Winslow; Robert Woods; George Youngblood

1. **Invocation** – Donald Mims, Head Start
2. **Pledge of Allegiance to the US flag** – Curtis Davis, Records Management
3. **Pledge of Allegiance to the Texas flag** – Curtis Davis, Records Management
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.

Bobbie Cohen addressed the Board in support of HCDE and its services.

Daniel Cohen addressed the Board regarding the scheduling of Board meetings.

Mike Floyd addressed the Board in opposition of the abolishment of HCDE.

Kevin Hoffman thanked the Board and administration for allowing the elections to take place at the 6300 Irvington location and spoke in support of HCDE's programs.

Santana Perez addressed the Board in support of HCDE and its services.

George Youngblood addressed the Board supporting the recovery schools initiative.

Eleanor Young addressed the Board in support of the recovery schools initiative.

Bill McLeod addressed the Board calling for the Board members' position on the abolishment of HCDE.

Don Titcombe addressed the Board in support of the recovery schools initiative.

Mathew Maliel addressed the Board in support of HCDE and its services.

Karen Holmes, Allie Hayden, Ted Sornson, Helena Washington, John Cates, Tracy Abbott, Xavier Baron and Ann Alton addressed the Board in support of the recovery schools initiative.

Motion made by Erica Lee Carter, seconded by Diane Trautman to consider items 7.D., 7.E., and 7.F. prior to other items on the agenda.

Motion to consider items 7.D., 7.E., and 7.F. passes with 4-0 voting to consider items 7.D., 7.E., and 7.F. prior to other items on the agenda.

- 7.D. **Consider approval of the Development Plan for HCDE's Recovery High School, including the budget, and consider authorizing the superintendent to implement the Recovery High School project, including making budgeted purchases.**

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve the Development Plan for HCDE's Recovery High School, including the budget, and consider

authorizing the superintendent to implement the Recovery High School project, including making budgeted purchases.

Motion made by Don Sumners to amend the motion to strike last four words, "including making budgeted purchases."

Don Sumners withdraws motion to amend.

Motion passes with 4-0 voting to approve.

- 7.E. **Consider approval of Budget Amendment #1617-4-5 General Fund (1997)** in the amount of \$950,000.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve a Budget Amendment #1617-4-5 General Fund (1997) in the amount of \$950,000.

Motion passes with 4-0 voting to approve.

- 7.F. **Consider selection of architect for the HCDE Recovery High School project, based on demonstrated competence and qualifications, pursuant to RFQ #17/015KJ**, and authorize the Superintendent or his designee to negotiate and execute a contract for the project for a fair and reasonable price. The recommended architect for this project is Swart Architects.

No action was taken on this item.

The Board recessed at 10:37 a.m. and returned at 10:50 a.m.

Mike Wolfe joined the meeting at 10:50 a.m.

5. **Reports and presentations:**

- A. **Harris County Department of Education was awarded a Certification of Distinction for its Investment Policy from the "Government Treasurers' Organization of Texas"** for developing an investment policy that meets the criteria set forth in the GTOT Investment Policy Review Checklist. The certificate is valid until February 28, 2019.
- B. **Annual update on HCDE Head Start** - Venetia Peacock, Senior Director
- C. **Annual update on the HCDE Records Management Division** - Curtis Davis, Director
- D. **Report of the Board feasibility subcommittee** - Don Sumners
- 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.

Diane Trautman reported on her attendance to the Scholastic Art and Writing ceremony at the Alley Theatre and commended HCDE staff and Assistant Superintendent Kimberly McLeod.

Erica Lee Carter reported on her intern's successful partnership with various divisions in HCDE.

Mike Wolfe reported on his attendance to the Chuck Norris Kick Start School gala.

F. Monthly Financial Reports through 03/31/2017 - Jesus Amezcua, Assistant Superintendent for Business Services

Erica Lee Carter requested to remove items 6.B.1., 6.B.3. and 6.F.8. from the consent agenda.

Mike Wolfe requested to remove item 6.E.1. from the consent agenda.

The Administration removed items 6.C. and 6.D. to the Information Section of the agenda.

Motion made by Diane Trautman, seconded by Eric Dick to approve remaining items in the consensus agenda with the exception of items 6.B.1., 6.B.3., 6.F.8., 6.C., 6.D. and 6.E.1.

Motion passes with 4-0-1 voting to approve the remaining items in the consensus agenda with the exception of items 6.B.1., 6.B.3., 6.F.8., 6.C., 6.D. and 6.E.1., with Mike Wolfe abstaining.

6. ACTION ITEMS - CONSENSUS

A. Consider approval of the following Business Services items:

1. Monthly Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for March 2017

B. Consider approval of the following Board Meeting Minutes:

2. 03/28/2017 Development Committee Meeting

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

2. **Approval of an Interlocal (revenue) contract with The University of Texas at Austin for HCDE's Teaching and Learning Center** to construct and deliver ten sessions of professional development for Harris County and surrounding area school districts and charter schools for the period of 05/01/2017 through 08/31/2017 in the amount of \$35,000 that will be divided equally between both parties.
3. **School Based Therapy Services (revenue contract) for FY 2017 in the aggregate amount of \$7,650 with the following entities:** Conroe ISD (new contract) in the amount of \$1,050 and Fort Bend ISD (56 Students Served in FY 2016) in the amount of \$6,600.
4. **School Based Therapy Services (revenue contract amendment) for FY 2017 in the amount of \$48,575 (\$112.50 decrease) with Dayton ISD (17 Students Served in FY 2016).**
5. **Interlocal (revenue contract) with New Caney Independent School District for the HCDE Teaching and Learning Center** to provide Math services for the period of 05/01/2017 through 08/31/2017 in the amount of \$8,000.

- 6.F. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **HCDE Governmental Services with:** Alief ISD, Houston, Texas; Celeste ISD, Celeste, Texas; Duncanville city of, Duncanville, Texas; Hays County, San Marcos, Texas; Missouri City, Missouri City, Texas; Pilot Point ISD, Pilot Point, Texas and Whitesboro ISD, Whitesboro, Texas
 2. **Contract renewal option for job no. 13/012PB for IDIQ Commercial HVAC Manufacturing, Fabrication, Maintenance, Building Automation System, Service and All Other Related Services with the following vendors:** Custom Air Products & Services, Inc; ERC Environmental & Construction Services, Inc. d/b/a ERC; Emcor Gowan, Inc d/b/a Gowan, Inc.; Heat Transfer Solutions d/b/a HTS Texas; Climatec, LLC and The Brandt Companies, LLC for the period 05/21/2017 through 05/20/2018.
 3. **Contract renewal option for job no. 14/015CG for IDIQ Athletic (Indoor/Outdoor) Surfaces with the following vendors:** Adventure Playground Systems, Inc. and Playgrounds Today, Inc. d/b/a PTI Sports & Recreation Construction for the period 05/20/2017 through 05/19/2018.
 4. **Contract renewal option for job no. 15/025JN for Modular Buildings and Other IDIQ Related Services with the following vendors:** Aries Building Systems, LLC; Industrial Laminates Corporation d/b/a ILCOR Builders; McGrath Rent Corp and Subsidiaries d/b/a Mobile Modular Management Corporation and Palomar Modular Buildings LLC for the period 05/19/2017 through 05/18/2018.
 5. **Contract renewal option for job no. 15/030JN for Exterior Building Cleaning and Related Services with the following vendors:** Ameri-clean; Hardy & Hardy, Inc. and Mid-Continental Restoration Company, Inc. for the period 05/19/2017 through 05/18/2018.
 6. **Contract award for job no. 17/018CG for IDIQ Services to Furnish and Install Athletic Surfaces and Related Items to the proposers offering the best value to HCDE/Choice Partners Cooperative:** Dynamic Sports Construction, Inc.; Fisher Tracks, Inc. and Playgrounds Today, Inc. d/b/a PTI Sports and Recreation Construction for the period 04/18/2017 through 04/17/2019.
 7. **Contract award for job no. 17/028KC for Event Rentals and Related Goods & Services to the proposers offering the best value to HCDE/Choice Partners Cooperative:** Sky High Party Rentals and Southern Sound System, Inc. d/b/a Southern Sound & Lighting for the period 04/18/2017 through 04/17/2018.
- 6.G. Consider approval of the following items for Internal Purchasing:
1. **Renewal options for job no. 15/063YR-4 for CASE After School and Summer Direct Service Providers with the following vendors:** Puppet Pizzazz; Girlstart; Dance & Gymnastics, USA; Cam Fire Art Workshops; Abelitoart Appreciation; Gateway Community Church Houston; and Brazilian Arts Foundation for the period of 05/02/2017 through 05/01/2018.

2. **Renewal option for job no. 16/028LB for Document Shredding Services for HCDE with the following vendor:** Data Shredding Services of Texas for the period of 5/02/2017 through 5/01/2018.
- H. **Renewal option for job no. 16/014YR for Early Head Start Child Care Partnerships with the following vendor:** Deskot, LLC dba Kool Kids Daycare for the period of 05/02/2017 through 05/01/2018.
- I. **Consider approval of the updated FY 2017 Investment Broker/Dealer List.**

Items removed from the consent agenda.

6.B. **Consider approval of the following Board Meeting Minutes:**

1. **03/28/2017 Special Board Meeting**

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the 03/28/2017 Special Board Meeting minutes.

Motion passes with 4-0-1 voting to approve, with Erica Lee Carter abstaining.

3. **02/28/2017 Board Meeting**

Motion made by Erica Lee Carter, seconded by Mike Wolfe to approve the 02/28/2017 Board Meeting minutes.

Erica Lee Carter noted a correction on page 199. The item should read, "Commissioner Rodney Ellis."

Friendly amendment by Erica Lee Carter and Mike Wolfe to approve the 02/28/2017 Board Meeting minutes as amended.

Motion passes with 5-0 voting to approve the 02/28/2017 Board Meeting minutes as amended.

- 6.E. 1. **Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$10,500 with Stafford MSD for one (1) individual student monthly contract in the amount of \$10,500; (in-county: \$3,000 a month per student).**

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve and Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$10,500 with Stafford MSD for one (1) individual student monthly contract in the amount of \$10,500; (in-county: \$3,000 a month per student).

Motion passes with 4-0-1 voting to approve, with Mike Wolfe abstaining.

- 6.F. 8. **Assignment of contract for job no. 17/008KH-01 for Food Service Supplies and Related Items: from Calico Industries, Inc. to Calico Industrial Supply, LLC, effective upon Board approval. Calico Industrial Supply, LLC has acquired Calico Industries, Inc. from the previous owner effective 02/07/2017.**

Motion made by Erica Lee Carter, seconded by Mike Wolfe to approve the assignment of contract for job no. 17/008KH-01 for Food Service Supplies and Related Items: from Calico Industries, Inc. to Calico Industrial Supply, LLC, effective upon Board approval.

Calico Industrial Supply, LLC has acquired Calico Industries, Inc. from the previous owner effective 02/07/2017.

Motion passes with 4-1 voting to approve with Erica Lee Carter voting nay.

7. ACTION ITEMS - NON-CONSENSUS

A. Consider approval of the 2017-2018 HCDE Work/Holiday Calendar.

Motion made by Diane Trautman, seconded by Mike Wolfe to approve the 2017-2018 HCDE Work/Holiday Calendar.

Friendly amendment to move the November 2017 Board meeting to November 28, 2017 and move the January 2018 board meeting to January 23, 2018.

Motion passes with 5-0 voting to approve the calendar as amended.

B. Consider approval of submission of a carryover funds request to the Department of Health and Human Services to carry forward \$1,395,243 of unobligated funds for Early Head Start Expansion and EHS-Child Care Partnerships. The previous grant ended on August 31, 2016. This request is to extend through August 31, 2017 once the grant is authorized by Health and Human Services.

Motion made by Diane Trautman, seconded by Don Sumners to approve the submission of a carryover funds request to the Department of Health and Human Services to carry forward \$1,395,243 of unobligated funds for Early Head Start Expansion and EHS-Child Care Partnerships. The previous grant ended on August 31, 2016. This request is to extend through August 31, 2017 once the grant is authorized by Health and Human Services.

Motion passes with 5-0 voting to approve.

C. Remove from the table and consider the formal termination of the consulting contract of U.S. Capital Advisors and the bond counsel contract of Herrington & Sutcliffe, LLP (item submitted by Don Sumners, George Moore and Mike Wolfe).

Original motion from the February 28, 2017 Board Meeting made by Don Sumners, seconded by Mike Wolfe to formally terminate the contract with US Capital Advisors (item submitted by Don Sumners, George Moore and Mike Wolfe).

Motion made by Don Sumners, seconded by Erica Lee Carter to remove from the table and formally terminate the consulting contract of U.S. Capital Advisors (item submitted by Don Sumners, George Moore and Mike Wolfe).

Don Sumners withdraws his motion.

No action was taken on this item.

The Board entered into Executive Session at 12:01 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. **Employment:**
 - Director, Client Development
 - B. **Obtain legal advice regarding settlement agreement with Region 10 relating to TxVSN.**
 - C. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**

The Board reconvened into Open Session at 12:59 p.m.

9. **RECONVENE** for possible action on items discussed in executive session
 - A. **Employment:**
 - Director, Client Development

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve employment as discussed in Executive Session.

Motion passes with 3-2 voting to approve employment, with Don Sumners and Mike Wolfe voting nay.
 - B. **Consider approval of settlement agreement with Region 10 relating to TxVSN.**

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve the Compromise Settlement Agreement and General Release of Claims with Region 10 relating to subcontracts between HCDE and Region 10 for fiscal years 2012 and 2013 concerning the Texas Virtual School Network as discussed in Executive Session in the amount of \$531,770 and authorize the Superintendent to negotiate, finalize and execute the Agreement.

Motion passes with 3-0-2 voting to approve, with Eric Dick and Mike Wolfe abstaining.

The Board recessed at 1:01 p.m. and returned at 1:08 p.m. to conduct the grievance hearing.

The Board entered into Executive Session at 1:10 p.m.

10. **Conduct consolidated grievance hearing in accordance with Policy DGBA regarding complaints filed by Special Schools Division teacher;** if complaint constitutes a complaint against an employee and employee against whom the complaint is brought requests that the hearing take place in open session in accordance with Policy DGBA, the Board will conduct the hearing in open session; otherwise, the hearing may be held in executive session.

The Board entered into Open Session at 1:33 p.m.

The Board entered into Executive Session at 1:36 p.m.

The Board entered into Open Session at 3:15 p.m.

As to the June 7th 2016 Grievance:

Motion made by Diane Trautman, seconded by Erica Lee Carter to deny the June 7, 2016 grievance and uphold the level two decision.

Motion passes with 5-0 voting to deny the June 7, 2016 grievance and uphold the level 2 decision.

As to the July 25th 2016 Grievance:

Motion made by Mike Wolfe, seconded by Don Sumners to grant the July 25, 2016 grievance and that the administration reassign Mr. Angeletti, if and only if he is successful in his pending appeal of the Board's February 28, 2017 action suspending Mr. Angeletti without pay and proposing the nonrenewal of his employment contract.

Motion passes with 5-0 voting to grant the July 25, 2016 grievance and that the administration reassign Mr. Angeletti, if and only if he is successful in his pending appeal of the Board's February 28, 2017 action suspending Mr. Angeletti without pay and proposing the nonrenewal of his employment contract.

11. **INFORMATION ITEMS**

A. **Human Resources Information Items**

B. **Employee Count for March 2017**

C. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$600.00:)**

- Between Teaching Learning Center and Texas School Administrators Legal Digest - Host Legal Digest Back-to-School program for the period of 9/21/2017 - 9/21/2017 for a revenue amount of \$600.00

D. **Non-monetary contract for FY 2017**

- Between Adult Education and Adaptive Construction Solution, Inc., for Integrated Educational beginning 2/15/2017.

E. **Submission of a budget amendment to the Department of Health and Human Services to transfer \$5,990** from the Personnel line item to the Equipment line item to purchase a replacement refrigerator/freezer for Barrett Station Head Start.

F. **HCDE Area I Head Start USDA Meal Totals for the months of January and February 2017**; this information was derived from the free standing centers, as well as those that are a part of a multi-service center. It is the count of the students' attendance, breakfasts, lunches, and PM snacks.

G. **HCDE Area I Head Start Performance Report** for the months of January and February 2017.

H. **Schools Division Enrollment Report for March 2017**

I. **HCDE Donation/Sponsorship Report for February 2017**

J. **HCDE Donation/Sponsorship Report for March 2017**

6. C. **Consider submission of a 3-year grant request totaling \$657,150 via Education Foundation of Harris County to Houston Endowment to support Center for Afterschool, Summer and Enrichment (CASE) for Kids. The project's goal is toward the expansion of out-of school time investment, equitable resource distribution and collaboration through quality support systems to improve practice and serve youth through afterschool programming.**

This item is an information item only therefore no action was taken on the item.

6. D. **Consider approval of submission of a \$125,000 grant request to the Office of the Governor, Criminal Justice Division to support The Center for Safe and Secure Schools' project, Rethinking Interventions for Student Expectation: Uplifting Pupils (RISE UP).**

This item is an information item only therefore no action was taken on the item.

12. **ADJOURN** - Next regular meeting is scheduled for Tuesday, May 16, 2017, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 9:00 a.m.

Motion to adjourn made by Diane Trautman, seconded by Erica Lee Carter.

Motion passes with 5-0 voting to adjourn.

The meeting adjourned at 3:20 p.m.