

**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 July 2017 at 9:00 a.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
July 18, 2017
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held July 18, 2017, beginning at 9:00 a.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

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** - Jaime Martinez, Business Services
2. **Pledge of Allegiance to the US flag** - Mary Yocham, Human Resources
3. **Pledge of Allegiance to the Texas flag** - Mary Yocham, Human Resources
4. **PUBLIC HEARING** for the purpose of considering the proposed HCDE fiscal year 2018 budget.
5. **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.
6. **Reports and presentations:**
 - A. **Annual update on the HCDE Business Services Division** - Jesus Amezcua, Assistant Superintendent for Business Services
 - B. **Annual update on the HCDE Purchasing Division** - Bill Monroe, Director
 - C. **Annual update on the HCDE Human Resources Division** - Natasha Truitt, Executive 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.
 - F. **Monthly Financial Reports through 06/30/2017** - Jesus Amezcua, Assistant Superintendent for Business Services

7. **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 June 2017

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

1. 06/20/2017 Board Meeting Minutes
2. 06/20/2017 Committee Meeting of the Whole
3. 06/13/2017 Budget Committee Meeting Minutes

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

1. **Interlocal (revenue) contract with Alief Independent School District for the Teaching and Learning Center** to provide Math professional development services for the period of 08/11/2017 in the amount of \$1,600.
2. **Interlocal (revenue) contract with Stafford Municipal School District for the HCDE Teaching and Learning Center** to provide professional development for the period of 08/07/2017 through 08/08/2017 in the amount of \$14,800.
3. **Interlocal (revenue) contract with Houston Independent School District at Cornelius Elementary for the HCDE Teaching and Learning Center** to provide professional development services in "Restorative Discipline Practices in Effective Circles and Implementation" for the period of 08/15/2017 in the amount of \$2,000.
4. **Interlocal (revenue) contract with Houston Independent School District at Attucks Middle School for the HCDE Teaching and Learning Center** to provide professional development services in restorative discipline practices for the period of 08/18/2017 in an amount not to exceed \$4,000.
5. **Interlocal (revenue) contract with Houston Independent School District at Tinsley Elementary for the HCDE Teaching and Learning Center** to provide professional development services in restorative discipline practices for the period of 08/22/2017 in an amount not to exceed \$1,000.
6. **Interlocal (revenue) contract with Houston Independent School District at Reynolds Elementary for the HCDE Teaching and Learning Center** to provide professional development services in restorative discipline practices for the period of 08/16/2017 in an amount not to exceed \$2,000.
7. **Interlocal (revenue) contract with Houston Independent School District at Anderson Elementary for the HCDE Teaching and Learning Center** to provide professional development services in restorative discipline practices for the period of 08/21/2017 an the amount not to exceed \$1,000.

8. **Interlocal (revenue) contract with Houston Independent School District at Anderson Elementary for the HCDE Teaching and Learning Center** to provide professional development for the period of 08/22/2017 in the amount of \$7,000.
9. **Amendment #1 to Interlocal (revenue) contract between HCDE Academic and Behavior School West and Aldine ISD for FY 2017** to increase the total contract amount to \$175,360 bus aide services (an increase of 12,960).
10. **Interlocal (revenue) contract for FY 2018 in the aggregate amount of \$7,000 with Academic and Behavior School West and Magnolia ISD** for one (1) out-of-county monthly student contract in the amount of \$7,000 (\$3,500 a month).
11. **Interlocal (revenue) contract for FY 2018 in the aggregate amount of \$17,868 with Academic and Behavior School West for Extended School Year (ESY) 2017** with Katy ISD for three (3) in-county summer school contracts in the amount of \$15,600 (\$5,200 each) plus \$18.00 an hour not to exceed 124 hours for Bus Aide Services \$2,268.
12. **Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$901,700 with Academic and Behavior School East with the following districts:** Clear Creek ISD for fourteen (14) in-county annual contracts in the amount of \$284,200 (\$20,300 each), Crosby ISD for four (4) in-county annual contracts in the amount of \$81,200 (\$20,300 each), Goose Creek Consolidated ISD for twelve (12) in-county annual contracts in the amount of \$243,600 (\$20,300 each), Sheldon ISD for four (4) in-county annual contracts in the amount of \$81,200 (\$20,300 each) and Texas City ISD for nine (9) out-of-county annual contracts in the amount of \$211,500 (\$23,500 each).
13. **Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$974,400 with Academic and Behavior School West with the following districts:** Alief ISD for forty-four (44) in-county annual contracts in the amount of \$893,200 (\$20,300 each), KIPP, Inc. for two (2) in-county annual contracts in the amount of \$40,600 (\$20,300 each) and Tomball ISD for two (2) in-county annual contract in the amount of \$40,600 (\$20,300 each).
14. **Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$485,100 with Highpoint East with the following districts:** Aldine ISD for thirty (30) in-county annual contracts in the amount of \$297,000 (\$9,900 each), Goose Creek Consolidated ISD for eighteen (18) in-county annual contracts in the amount of \$178,200 (\$9,900 each) and KIPP, Inc. for one (1) in-county annual contract in the amount of \$9,900 (\$9,900 each).
15. **Interlocal (revenue) contract for FY 2017 in the aggregate amount of \$5,200 with Academic and Behavior School East for Extended School Year (ESY) 2017 with Sheldon ISD** for one (1) in-county summer school contract.
16. **Interlocal (revenue) contracts for Academic and Behavior School West for Extended School Year (ESY) 2017 in the aggregate amount of \$26,300 with the following districts:** Cypress Fairbanks ISD for four (4) in-county summer school contracts in the amount of \$20,800 (5,200 each) and Magnolia ISD for one (1) out-of-county summer school contract in the amount of \$5,500 (5,500 each).
17. **Interlocal (revenue) contract for School Based Therapy Services for FY 2018 in the aggregate amount of \$394,537.50 with the following entities:** Tomball ISD (208 students served in FY16) in the amount of \$314,975, Pearland ISD (35 students served in FY16) in the amount of \$43,937.50, and KIPP Houston (19 students served in FY16) in the amount of \$35,625.

18. **Adult Education non-monetary Interlocal contract with** Spring Branch ISD for the provision of Adult Basic Education (ABE), General Education Development (GED), and English as a Second Language (ESL) classes for the period of 08/01/2017 through 06/30/2018.
 19. **Memorandum of Understanding between San Jacinto Community College District North Campus Child Care Center (SJCD-NCCCC) and Harris County Department of Education Area I Head Start/Early Head Start (HCDE HS/EHS)** to provide comprehensive services for 18 three and four year-old Head Start eligible children from 08/01/2017 through 07/31/2018.
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract Amendment for job no. 14/018TJ for Chemical Products and Services for the following vendor:** Magnus Procurement and Logistics Solutions effective 07/22/2017.
 2. **Contract renewal option for job no. 14/024MP for Medical Supplies and Related Items with the following vendors:** Alpha Omega Systems and Services Medical d/b/a AOSS Medical Supply, LLC; HeartSafe America, Inc.; Henry Schein, Inc. and NAO Global Health, LLC for the period 08/19/2017 through 08/18/2018.
 3. **Contract renewal option for job no. 14/024MP for Medical Supplies and Related Items with the following vendors:** Alpha Omega Systems Services, Inc. d/b/a AOSS Medical Supply; Henry Schein, Inc. and NAO Global Health, LLC for the period 08/19/2017 through 08/18/2018.
 4. **Contract renewal option for job no. 14/031MP for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors:** AbleNet, Inc.; Accelerate Learning Inc.; Cengage Learning, Inc.; Early Childhood, LLC d/b/a Discount School Supply; DrumFit USA Corporation; Educator's Depot, Inc.; Lektro, Inc. d/b/a Escue & Associates; Inter-State Studio & Publishing, Co.; KAMICO Instructional Media, Inc.; Kaplan Early Learning Company; Lerner Publishing Group; Lightspeed Technologies, Inc.; McGraw-Hill Education, Inc. d/b/a McGraw-Hill School Education, LLC; Peoples Education, Inc. d/b/a Mastery Education; Positive Promotions, Inc.; Rally! Education; School Specialty, Inc.; Southwest Education, Inc.; TCC Learning, LLC; Teaching Systems, Inc.; Hights Cross Communications d/b/a Triumph Learning, LLC; and Troxell Communications, Inc. for the period 08/19/2017 through 08/18/2018.
 5. **Contract renewal option for job no. 14/033CG for JOC/IDIQ Coefficient(s) for Interior/Exterior Signage and Scoreboards with the following vendors:** Kaiser International, Inc. d/b/a Same Day - Kaiser Graphics and National Signs, LLC for the period 08/19/2017 through 08/18/2018.
 6. **Contract renewal option for job no. 15/034TJ for Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares, and Related Items and Service**with the following vendors: Ace Mart Restaurant Supply Company; American Vending Sales, Inc.; Heritage Food Service Group, Inc.; ISI Commercial Refrigeration, Inc.; Tari, Inc. d/b/a Jean's Restaurant Supply; Terry Woodard Enterprises, Inc. (Kommercial Kitchens); Pasco Brokerage, Inc.; Crazy Cousins, Inc. (Shepherd Food Equipment), Preferred FoodService Design/Supply Inc, and Texas Food Service Equipment Co. for the period 08/18/2017 through 08/17/2018.
 7. **Contract renewal option for job no. 15/039KC for Award Jackets, Screen Printing, Embroidery and Related Items with the following vendors:** Pride and Recognition, Inc., d/b/a Balfour; Butler Business Products, LLC; Corporate Incentives, Inc.; Keith Kouba d/b/a DBS Texas-Houston and JW Drouin & Associates d/b/a J. Harding & Company for the period 08/18/2017 through 08/17/2018.

8. **Contract renewal option for job no. 15/058TJ for Frozen Dessert Products** with Champion Concessions, LLC (Dippin' Dots) for the period 08/18/2017 through 08/17/2018.
 9. **Contract renewal option for job no. 16/053KC for Student and Educational Travel Services with the following vendors:** Green Light Group Tours, Vagabond Tours, Inc. d/b/a Educational Travel Adventures and STA Travel, Inc. for the period 08/16/2017 through 08/15/2018.
 10. **Contract renewal option for job no. 16/057KC for Promotional and Related Items with the following vendors:** 4imprint, Inc.; Authentic Promotions.com; Buffalo Specialties, Inc.; Butler Business Products, LLC; Blue Ribbon Promotions, LLC d/b/a Calfee Specialties; Challenge Office Products, Inc.; Marketing Magic International, LTD; OTC Direct d/b/a Oriental Trading Company, Inc. for the period 08/16/2017 through 08/15/2018.
 11. **HCDE Interlocal Agreements with:** Mohave County, Kingman, Arizona; S&S Consolidated Independent School District, Sadler, Texas; Temple College, Temple, Texas and Texas City city of, Texas City, Texas
- E. Consider approval of the following items for Internal Purchasing:
1. **Contract award for job no. 17/032YR-2 CASE for Kids Consultants and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** BCS Consulting; Key Group, LLC; Lakeshore Learning Materials; The Forum for Youth Investment; Kids Robotic Academy, LLC; and Alliance Financial Ministries, Inc. for the period of 07/18/2017 through 07/17/2022 subject to annual appropriations of funding.
 2. **Contract award for job no. 17/037MR for Teaching and Learning Center Consultants with the following vendors** Abundance Educational Consulting, and Estrellita, Inc. for the period of 07/19/2017 through 05/16/2022.
 3. **Contract award for job no. 17/041KJ General Consultant Services for Harris County Department of Education to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Metamorphosis Concepts, Susan M. Catlett, Ph.D., BCBA-D, Kathy Jerome, Jean Polichino Consulting, LLC, Crisis Prevention Institute, SuccessEd, Caperton-Brown & Poole Consulting, and Visual Communication Services for the period of 07/18/2017 through 07/17/2022 subject to annual appropriations of funding.
 4. **Contract renewal options for job no. 15/063YR for CASE After-School and Summer Direct Service Providers with the following vendors:** Little Birdies Mobile Golf Academy and Zulli Method for the period of 09/15/2017 through 09/14/2018.
 5. **Contract renewal option for job no. 16/047YR-1 for Head Start Trainers and Consultants for HCDE with the following vendor:** Creatively Inspired Communications for the period of 08/16/2017 through 08/15/2018.
 6. **Contract renewal option for job no. 17/002LB for Property and Casualty Insurance with** McGriff, Seibels & Williams of Texas, Inc. an estimated amount of \$345,274 for the period of 10/01/2017 through 09/30/2018.
 7. **Contract renewal option for job no. 16/038LB for Workers Compensation Insurance with** Arthur J. Gallagher & Co. for the estimated amount of \$284,104 (to be audited) for the period of 09/01/2017 through 08/31/2018.

8. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider adoption of the Harris County Department of Education FY 2018 Proposed Annual Budget totaling \$114,521,059;** \$54,626,631 for the General Fund, \$35,593,649 for the Special Revenue Fund, \$3,144,592 for the Debt Service Fund, \$10,816,072 for the Capital Projects Fund, \$6,040,761 for the Internal Service Fund, \$4,299,354 for the Enterprise Fund. The adoption of this budget also incorporates the 2017-2018 proposed salary increase and schedules.
- B. **Contract award for job no. 17/043KJ for the period of 07/18/2017 through 07/17/2018 and approval of Service Contract for the period of 08/01/2017 through 07/31/2018 for Adolescent Recovery Support & Counseling Services** for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: The Turning Point, Inc., in an amount not to exceed \$179,950.
- C. **Consider approval of the Development Plan for HCDE's AB School West, including the budget, and consider authorizing the superintendent to implement the AB School West Project,** including making budgeted purchases and PFC Bond (AB West) Project implementation.
- D. **Consider approval of an amount not to exceed \$30,000 to provide transportation and lodging for thirty (30) Harris County Students to present their work at the U.S. Department of Education "Art. Write. Now." Student Art Exhibit in Washington, D.C. from 09/14/2017- 09/15/2017.** The following Districts/Schools will have students representing Harris County at this event: Alief (2); Aldine (2); Clear Creek (1); Cy-Fair (4); Episcopal High School (4); Houston (1); Humble (1); Katy (2); Kincaid School (1); KIPP Academy (1); Klein (3); Pearland (1); Pasadena (1); Spring Branch (1); St. Agnes (1); St. John's (1); Tomball (1); The Village School (1). Harris County students were selected from 50,000 students nationally who received Regional Recognition and 2,700 students who received National Recognition.
- E. **Consider approval of the 2016-2017 HCDE Head Start Self-Assessment Report and Response Plan**
- F. **Consider approval of the HCDE Area I Head Start Impasse Procedures**
- G. **Consider approval of Amendment #1 to the Services Agreement with ChildCare Careers, LLC to provide substitute Teachers and Teaching Assistants (RFP # 13/040KJ) to the HCDE Area I Head Start program** for the period of 04/23/2017 through 12/31/2017 in an amount not to exceed \$58,080 (increase of \$15,000).
- H. **Consider acceptance of the Notice of Award - Amendment 1 for Early Head Start Child Care Partnerships (EHS-CCP) carryover request from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF)** in the amount of \$1,395,243 for the 2016-2017 program year.
- I. **Consider approval to amend the payments and terms of three Early Head Start Child Care Partners (EHS) CCP service agreements:** Payments are fully funded by the Early Head Start grant.
- **John G Jones Learning Center** RFP# 15/038JG. Payment did read \$74,000. Payment now reads \$83,000 (\$9,000 increase). The term did read 08/1/2016 through 07/31/2017. The amendment is effective 07/19/2017 through 07/31/2017. Payment is for 249 days serving up to 12 students.
 - **Let's Learn Christian Learning Center** RFP# 15/051YR-4. Payment did read \$53,000. Payment now reads \$54,500 (\$1,500 increase). The term did read 08/1/2016 through

07/31/2017. The amendment is effective 07/19/2017 through 07/31/2017. Payment is for 252 days serving up to 16 students.

- **The Breaking Free Foundation, DBA High Achievers Learning Center RFP# 15/051YR-4.** Payment did read \$33,300. Payment now reads \$35,300 (\$2,000 increase). The term did read 08/1/2016 through 07/31/2017. The amendment is effective 07/19/2017 through 07/31/2017. Payment is for 253 days serving up to 8 students.

- J. **Consider approval of Service Agreement with Valley Services, Inc. to provide meal services** (71 students served) to HCDE Head Start Division (Tidwell location) for the period of 08/28/2017 through 05/31/2018 in the amount of \$78,269.00 (fully funded by the Head Start grant).
 - K. **Consider approval to amend the scope of work of the service agreement with The Healthy Lunch Box to provide meal services** (71 students served) to HCDE Head Start Division (Tidwell location) for the period of 03/01/2017 through 12/31/2017 in the amount of \$55,632 (fully funded by the Head Start grant).
 - L. **Consider approval of an expenditure contract with Safe Plans, LLC (Job # 16/048YR) to provide Emergency Response Information Portal Services (ERIP)** for use by HCDE Center for Safe and Secure Schools and other entities that are being served by HCDE for the period of 07/19/2017 through 07/18/2018 in an estimated amount of \$32,270 (based on FY 2016 subscriptions).
 - M. **Consider and possible action regarding the date(s) and time(s) of HCDE regular board meetings, including possible revision to Policy BE (Local)** (agenda item submitted by Louis Evans).
 - N. **Consideration of the creation of an RFQ for the position of Internal Auditor.** This RFQ creation will be assigned to a committee that will report back to the Board with a suggested RFQ for approval at or before the September 2017 HCDE Board Meeting (agenda item submitted by George Moore, Don Sumners and Mike Wolfe).
 - O. **Consideration of terminating the consulting contract currently in place with Hillco,** effective within 45 days of the date of passage, if approved by the HCDE Board of Trustees (agenda item submitted by George Moore, Don Sumners and Mike Wolfe).
9. **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, Research and Evaluation
 - B. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**
10. **RECONVENE** for possible action on items discussed in executive session
- A. **Employment:**
Director, Research and Evaluation

11. **INFORMATION ITEMS**

A. **Human Resources Information Items**

B. **Employee Count**

C. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$1,300)**

- Between Center for Safe and Secure Schools and Spring ISD for a two-day "Restorative Discipline Practices" workshop for the period of 06/05/2017 - 06/06/2017 for a revenue amount of \$1,300.

D. **Non-monetary contracts for FY 2017 and FY 2018**

- Between CASE and Bright Star Learning Center for Childcare Afterschool Project (CAP) Participant.
- Between CASE and Shining Starz Learning Center for Childcare Afterschool Project (CAP) Participant.
- Between Adult Education and South Houston Community Center for Adult Education classes.
- Between Adult Education and Memorial Drive United Methodist Church for Adult Education classes.
- Between Adult Education and The Salvation Army International Corps for Adult Education classes.
- Between Adult Education and Evolve and Elevate for Integrated Educational and Vocational Training.

E. **Submission of grant proposal to Texas Education Agency in the amount of \$2,183,083 for CASE for Kids' 21st Century Community Learning Centers, Cycle 8 Year 5 program, which provides academic and enrichment services for 1,275 students and 400 parents.**

F. **Submission of grant proposal to Texas Education Agency in the amount of \$1,746,000 for CASE for Kids' 21st Century Community Learning Centers, Cycle 9 Year 2 program, which provides academic and enrichment services for 820 students and 400 parents.**

G. **Submission of donation request to Half Price Books to support CASE for Kids' Summer Learning Day, a national advocacy day to keep students engaged in learning during the summer months. The request will provide books for 150 students.**

H. **HCDE Area I Head Start USDA Meal Totals for the month of May 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**

I. **HCDE Area I Head Start Performance Report for the month of May 2017**

J. **June 2017 HCDE Donation/Sponsorship Report**

12. **ADJOURN** - Next regular meeting is scheduled for Tuesday, August 15, 2017, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 9:00 a.m.

A handwritten signature in blue ink, reading "James Colbert, Jr." in a cursive style.

James Colbert, Jr.
County School Superintendent