

**Harris County Department of Education
Minutes of Regular Board Meeting
November 29, 2017**

The Harris County Board of School Trustees met in regular session on November 29, 2017 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Louis Evans, Board Vice-President, called the meeting to order at 1:05 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: Louis Evans, Board President; Eric Dick, Board Vice President; Erica Lee Carter; George Moore; Don Summers; and Diane Trautman

Board Members Absent: Mike Wolfe

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; Darlene Breaux, Director Research and Evaluation; Karla Cantu, Board Secretary; Lisa Caruthers, Director CASE for Kids; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Tammy Lanier, Director Communication & Public Engagement; John Prestigiacomio, Director Facilities; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Brenda Mullins, Director Curriculum & Compliance Services; Gayla Rawlinson, Director Center for Grants Development; Helen Spencer, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jimmy Wynn, Special Assistant to Superintendent

Visitors: Andrea Duron; Mathew Maliel; Johnathan Miller; Ashley Patton; Elvonte Patton; Alan Vera; Colleen Vera; and Josh Wallenstein; David Wilson

1. **Invocation** – Tiffany Croone, Center for Afterschool Summer and Enrichment
2. **Pledge of Allegiance to the US flag** - Michael Wilson, Center for Afterschool Summer and Enrichment
3. **Pledge of Allegiance to the Texas flag** - Michael Wilson, Center for Afterschool Summer and Enrichment
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.
Josh Wallenstein addressed the Board regarding Board Policy CW(Local).
Colleen Vera addressed the Board regarding agenda item 8.E.
Alan Vera addressed the Board regarding the Pledge of Allegiance.
David Wilson addressed the Board regarding the Pledge of Allegiance.
Matt Maliel addressed the Board regarding the Superintendent's evaluation.
5. **Reports and presentations:**
 - A. **Superintendent Monthly Report** - James Colbert, Jr.
 - B. **Presentation to the Board of the Meritorious Budget Award to HCDE for excellence in the preparation and issuance of its budget for the Fiscal Year 2018** - Jesus Amezcua, Assistant Superintendent for Business Services
 - C. **Annual update on the HCDE Center for Afterschool, Summer and Enrichment (CASE) Division** - Lisa Caruthers, Director
 - D. **Report of the Board Feasibility Subcommittee** - Don Sumners had nothing to report this month.
 - 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.
Erica Lee Carter reported on her attendance to the CASE Out of School Conference and thanked HCDE staff and active-duty and veteran members of the military.
 - F. **Monthly Financial Reports through 10/31/2017** - Jesus Amezcua, Assistant Superintendent for Business Services
George Moore exited the Board room at 1:44 p.m. and returned at 1:46 p.m.

Erica Lee Carter requested to remove items 6.D.4. and 6.E.1. from the consent agenda.

George Moore requested to remove item 6.E.5. from the consent agenda.

Louis Evans requested to remove item 6.C.2. from the consent agenda.

Motion made by Diane Trautman, seconded by George Moore to approve remaining items on the consent agenda with the exception of items 6.C.2., 6.D.4., 6.E.1. and 6.E.5.

Motion passes with 6-0 voting to approve remaining items on the consent agenda with the exception of items 6.C.2., 6.D.4., 6.E.1. and 6.E.5.

6. ACTION ITEMS - CONSENSUS

A. Consider approval of the following Business Services items:

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

B. Consider approval of the following Board Meeting Minutes:

1. 10/18/2017 Special Committee Meeting on Political Consultant RFP
2. 10/18/2017 Special Committee Meeting on Legal Services RFQ
3. 10/18/2017 Board Meeting
4. 11/15/2017 Special Committee Meeting on Legal Services RFQ

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

1. **Amendment #1 to Interlocal contract (revenue) contract between HCDE Highpoint School East and KIPP, Inc.** to increase the amount from \$9,900 to \$29,700 (an increase by \$19,800) for annual contract (in-county \$9,900 each) for FY 2018.
3. **Interlocal (revenue) contract for FY 2018 in the aggregate amount of \$20,300 with Academic and Behavior School West with the following district: Stafford Municipal School District** for one (1) in-county annual contract in the amount of \$20,300 (\$20,300 each) for the contract period of 09/11/2017 through 06/06/2018.
4. **Interlocal (revenue) contract for FY 2017 in the aggregate amount of \$44,000 with Academic and Behavior School West for Extended School Year (ESY) 2017 with the following district: Fort Bend ISD** for eight (8) out of county summer school units in the amount of \$44,000 (\$5,500 each) for the contract period of 06/05/2017 through 07/13/2017.
5. **CASE for Kids 21st Century Community Learning Center(s) grants for Cycle 8B, Year 5 for FY 2018 in the aggregate amount of \$738,077 with the following entities:** Galena Park ISD in the amount of \$187,224 (125 students served); Sheldon ISD in the amount of \$179,799 (150 students served); Spring Branch ISD in the amount of

\$185,000 (100 students served) and Stafford MSD in the amount of \$186,054 (120 students served).

6. **CASE for Kids 21st Century Community Learning Center(s) grants for Cycle 9, Year 2 for FY 2018 in the aggregate amount of \$1,068,200 with the following entities:** Alief ISD in the amount of \$152,600 (82 students served); Clear Creek ISD in the amount of \$152,600 (82 students served); Galena Park ISD in the amount of \$152,600 (82 students served); Humble ISD in the amount of \$152,600 (82 students served); Sheldon ISD in the amount of \$152,600 (82 students served); Southwest Schools in the amount of \$152,600 (82 students served); and Spring ISD in the amount of \$152,600 (82 students served).
 7. **CASE for Kids City Connections award for FY 2018 to Southwest Schools (charter) in the amount of \$6,900 for the following campus:** Bissonnet Elementary (80 students served) for the contract period of 10/23/2017 to 04/27/2018. Southwest Schools (charter) is also funded through the 21st CCLC Cycle 9 grant in the amount of \$152,600, along with Partnership grant in the amount of \$28,000 for a total aggregate amount of \$187,500.
 8. **CASE for Kids City Connections award for FY 2018 to Boys & Girls Club of Greater Houston in the aggregate amount of \$13,000 for the following sites:** Morefield Boys & Girls Club, \$3,000 (30 students served) and Fort Bend Boys and Girls Club \$10,000 (200 students served) for the contract period of 10/23/2017 to 04/27/2018. Boys and Girls Club of Greater Houston is also funded through the Partnership grant in the amount of \$70,000 for a total aggregate amount of \$83,000.
 9. **Interlocal (revenue) contract for Center for Safe and Secure Schools with Alief Independent School District** for Safety and Security Audits during the period of 11/30/17 through 09/15/2020 in the amount of \$64,125.00. Audits are to include the following sites: Elementary Schools: 24 Middle Schools: 6 High Schools: 8 Intermediate Schools: 6 Support Services: 13 Total Sites: 57
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract renewal option for job no. 13/061DG for Vocational Products and Services with the following vendor:** United Rentals (North America), Inc. for the period 12/17/2017 through 12/16/2018.
 2. **Contract renewal option for job no. 13/068DG for Technology Products and Services with the following vendors:** GTS Technology Solutions, Inc.; Best Buy Stores, LP dba Best Buy for Business; CDW LLC dba CDW Government LLC, CDW Government, CDWG; Critical Infrastructure Solutions (CIS) LLC; PCMG, Inc. dba PCM Gov, Inc.; HiEd Inc.; 5205 Limited Partnership dba Houston Communications, Inc.; Mark III Systems, Inc.; PCCare, Inc.; PCPC Direct, Ltd; Pinnacle Office Group, Inc.; RLS Interests Inc. dba Prime Systems and Troxell Communications, Inc. for the period 01/23/2018 through 01/22/2019.
 3. **Contract renewal option for job no. 15/001MP for Motor and Aviation Fuel, Alternative Fuels, Lubricants and Related Items with the following vendors:** R & C Distributors, LLC d/b/a Blender Direct; Diplomat Petroleum, LLC; OCTCET, Inc.;

Petroleum Traders Corporation; Sun Coast Resources, Inc. and Sundance Fuels, Ltd for the period 12/16/2017 through 12/15/2018.

5. **Contract renewal for job no. 14/035TJ for Technical Services and Products for Food Service with the following vendors:** Robert Beyer Enterprises, LLC dba Automated Financial Systems; Water Walkers Inc (Health-e Meal Planner Pro); Heartland School Solutions, a division of Heartland Payment Systems, Inc.; Education Management Systems, Inc (Meals Plus); PCS Revenue Control Systems, Inc. and ISITE Software (School Nutrition and Fitness) for the period of 11/18/2017 through 11/17/2018.
6. **Contract award for job no. 17/052CG for Maintenance & Operations Parts and Equipment** to the vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: DFS Holding Company, Inc. d/b/a AllPoints Food Service Parts & Supplies, LLC; Bailey Bark Materials, Inc.; Kingdom Alliance, LLC d/b/a Batteries+Bulbs #428; Best Plumbing Specialties, Inc.; CertainTeed Ceilings Corporation; Heat Transfer Solutions, Inc.; HDP Ltd. d/b/a Hunton Distribution; Johnson Supply & Equipment Corporation d/b/a Johnson Supply; Kleen Supply Company; Sanitary Supply Co., Inc.; Total Maintenance Solutions d/b/a TMS - South and Zimmerer Kubota & Equipment, Inc. for the period 11/29/2017 through 11/28/2018.
7. **Contract award for job no. 18/011KC for Fleet Fuel Monitoring System, Maintenance, GPS Systems, Tank Automation, Related Fueling Products and Services** to the vendors offering the best value to HCDE/Choice Partners Cooperative and meeting the specifications outlined in the proposal: MVC Technology, LLC d/b/a Fleet IQ; Fleetcard, Inc. d/b/a Impac Fleet and WEX Bank d/b/a WEX, Inc. for the period 11/29/2017 through 11/28/2018.
8. **Assignment of contract for job no. 13/044DG-01 for Turnkey Drug and Alcohol Testing Program for Department of Transportation (DOT) Regulated Employees and Non (DOT) Regulated Employees:** from Forward Edge, Inc. to DISA Global Solutions, Inc. dba DISA, Inc., effective upon Board approval. DISA Global Solutions, Inc. (DISA) has acquired the business and assets of Forward Edge, Inc. effective October 1, 2017.
9. **HCDE Interlocal Agreements with:** APV Redevelopment, Houston, Texas; Calhoun County Independent School District, Port Lavaca, Texas; Calvin Nelms Charter Schools, Katy, Texas; Chilton Independent School District, Chilton, Texas; Edmonds Community College, Lynnwood, Washington; Goodwill Industries of Central Texas, Austin, Texas; Nederland Independent School District, Nederland, Texas; Ohio State University, Columbus Ohio; Orangefield Independent School District, Orangefield, Texas; St. John's School, Houston, Texas; School of Science and Technology, San Antonio, Texas; Sugar Land city of, Sugar Land, Texas; Tulia city of, Tulia, Texas; V.J. Memorial, Houston, Texas and Windham School District, Huntsville, Texas.

- E. Consider approval of the following items for Internal Purchasing:
2. **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:** Carol Cooper dba N& C Consulting, Dana Lee, Olivier, Inc., Houston Health Hip-Hop, Mary Lynn Johnson, Ravir, LLC., Lucy Anderson, Patricia Morales, LLC, Elida Montalvo-Colvin, Accompanied by God's Love, and Leading School Learning for the period of 11/29/2017 through 11/28/2022 subject to annual appropriations of funding. Purchasing and Related: N&C Consulting Business and Related: Dana Lee, Olivier, Inc. Case and Related: Houston Health Hip-Hop Educators Certification and Professional Advancement and Related: Mary Lynn Johnson, Elida Montalvo-Colvin, Lucy Anderson Teaching Learning Center and Related: Ravir, LLC, Patricia Morales, LLC, Accompanied by God's Love, Leading School Learning
 3. **Renewal options for job no. 15/003LB for Local Food and Catering with the following vendors:** Pepi Corporation dba Alonti Cafe, Catering and Rolling Dough Ltd dba Panera Bread, and Demeris Catering, Inc. for the period 12/16/2017 through 12/15/2018.
 4. **Renewal options for job no. 17/001YR for CASE for Kids Afterschool and Summer Direct Service Providers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Comp-U-Dot; Invent Now, Inc. dba National Inventors Hall of Fame; Language Kids Houston, LLC; Project GRAD Houston; Texas 4-H Youth Foundation; and DK High Steppers for the period 12/13/2017 through 12/12/2018.
- F. **Renewal options for RFP no. 15/051YR-4 for Early Head Start Child Care Partnerships with the following vendors:** The Breaking Free Foundation dba High Achievers Learning Center and Let's Learn Christian Learning Center, Inc. for the period 12/15/2017 through 12/14/2018 (fully funded by Head Start).
- G. **Renewal option for job no. 15/051YR for Early Head Start Child Care Partnerships with the following vendor:** Fellowship of Purpose Early Childhood Learning Center (Purpose Kids) for the period 12/15/2017 through 12/14/2018 (fully funded by Head Start).
- 6.C.2. **Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$192,300 with Highpoint School East with the following districts:** Spring ISD for six (6) in-county annual contracts in the amount of \$121,800 (in-county \$20,300 each), Galveston ISD for two (2) out-of-county annual contracts in the amount of \$47,000 (out-of-county \$23,500 each), Alvin ISD for one (1) out-of-county annual contract in the amount of \$23,500 (out-of-county \$23,500 each) for the contract period of 08/28/2017 through 06/06/2018.

The HCDE Administration requested that an error in this item be corrected to replace "Highpoint School East" with "AB School East".

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve Interlocal (revenue) contracts for FY 2018 in the aggregate amount of \$192,300 with AB School East with the following districts: Spring ISD for six (6) in-county annual contracts in the amount of \$121,800 (in-county \$20,300 each), Galveston ISD for two (2) out-of-county annual contracts in the amount of \$47,000 (out-of-county \$23,500 each), Alvin ISD for one (1) out-of-county annual contract in the amount of \$23,500 (out-of-county \$23,500 each) for the contract period of 08/28/2017 through 06/06/2018.

Motion passes with 5-0-1 voting to approve, with Louis Evans abstaining.

- 6.D.4. Contract renewal option for job no. 16/012MP for Educational and Instructional Software and Related Items with the following vendors:** Attainment Company, Inc.; Imagination Station, Inc., d/b/a Istation; Neufeld Learning Systems, Inc.; Rosetta Stone, Ltd. and TPR Education LLC dba The Princeton Review for the period 12/15/2017 through 12/14/2018.

Motion made by Eric Dick, seconded by Louis Evans to approve contract renewal option for job no. 16/012MP for Educational and Instructional Software and Related Items with the following vendors: Attainment Company, Inc.; Imagination Station, Inc., d/b/a Istation; Neufeld Learning Systems, Inc.; Rosetta Stone, Ltd. and TPR Education LLC dba The Princeton Review for the period 12/15/2017 through 12/14/2018.

Motion passes with 5-0-1 voting to approve, with Erica Lee Carter abstaining.

- 6.E.1. Contract award for job no. 17/051YR for CASE for Kids After School and Summer Direct Service Providers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** 5 Star Academy; Fostering Star Learning & Resource Center; Coast to Coast Coaching; Girlstart; Werk U Out Performance; Berlitz Languages, Inc.; Quest learning Institute; Read, Write & Create, Inc.; K.I.N.D. Girls Mentoring; Texans-French Alliance for the Arts; The Woods Project, Inc.; Frias Business Group, Inc. (Tutor Doctor); Spirit of Youth Fencing Foundation dba Interactive STEM Education; Wayout Kids; Wesley Community Center; When I Group Up, LLC; World Youth Foundation, Inc.; YMCA of Greater Houston; Science Unlimited, LLC; Soaring with Eagles, Inc.; Match Point Tennis; SPDF Kids, LLC; Nancy Deveraux (Let's Dance); TADA Kids, LLC; HYPE Freedom School, Inc.; Savannah Blue Arts & Outreach; and Grappling Zone for the period of 11/29/2017 through 11/28/2018.

Motion made by Erica Lee Carter, seconded by Eric Dick to approve all awardees listed with the exception of The Woods Project, which will be considered in a separate motion.

Motion passes with 6-0 voting to approve all awardees with the exception of The Woods Project, which will be considered in a separate motion.

Motion made by Diane Trautman, seconded by Eric Dick to approve The Woods Project.

Motion passes with 5-1 voting to approve, with Erica Lee Carter voting nay.

- 6.E.5. Amendment to contract for Harris County Department of Education with Metropolitan Landscape Management, Inc. under RFP 15/023JN for**

monthly Lawn Care Services during the period of 09/01/2017 through 08/31/2018 in the amount not to exceed \$111,112.58 (an increase of \$55,556.29).

Motion made by George Moore, seconded by Don Sumners to approve an Amendment to a contract for Harris County Department of Education with Metropolitan Landscape Management, Inc. under RFP 15/023JN for monthly Lawn Care Services during the period of 09/01/2017 through 08/31/2018 in the amount not to exceed \$111,112.58 (an increase of \$55,556.29).

Friendly amendment made by George Moore and Don Sumners to approve an Amendment to contract for Harris County Department of Education with Metropolitan Landscape Management, Inc. under RFP 15/023JN for monthly Lawn Care Services during the period of 09/01/2017 through 08/31/2018 in the amount not to exceed \$111,112.58 (an increase of \$11,112.58).

Motion passes with 6-0 voting to approve.

7. ACTION ITEMS - NON-CONSENSUS

- A. **Discussion and possible action on entering into a payment in lieu of taxes with Sigma Tube and Bar (U.S.), LLC and HCDE non-opposition to the application for a Foreign Trade Zone Application.** The 2017 value of the property that could be subject to FTZ exemption is approx. \$9,910,925. The estimated HCDE tax amount is \$515.

Motion made by George Moore, seconded by Louis Evans to approve a payment in lieu of taxes with Sigma Tube and Bar (U.S.), LLC and HCDE non-opposition to the application for a Foreign Trade Zone Application. The 2017 value of the property that could be subject to FTZ exemption is approx. \$9,910,925. The estimated HCDE tax amount is \$515.

Motion passes with 5-0-1 voting to approve, with Erica Lee Carter abstaining.

- B. **Consider approval of Amendment # 1 to the Service Agreement with Valley Services, Inc.** scope of work to include providing meal services to all HCDE Head Start Centers on an as needed basis for the period of 08/28/2017 through 05/31/2018 (fully funded by Head Start).

Motion made by Diane Trautman, seconded by George Moore to approve Amendment # 1 to the Service Agreement with Valley Services, Inc. scope of work to include providing meal services to all HCDE Head Start Centers on an as needed basis for the period of 08/28/2017 through 05/31/2018 (fully funded by Head Start).

Motion passes with 6-0 voting to approve.

- C. **Consider approval of Amendment #3 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 \$118,080 (increase of \$40,000) (fully funded by Head Start).

Motion made by George Moore, seconded by Diane Trautman to approve Amendment #3 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 \$118,080 (increase of \$40,000) (fully funded by Head Start).

Motion passes with 6-0 voting to approve.

- D. Consider approval of Amendment #1 to the Services Agreement with Zenith Learning to provide substitute Teachers and Teaching Assistants (RFP # 17/017LB) to the HCDE Head Start program** for the period of 08/01/2017 through 7/31/2018 in an amount not to exceed \$118,000.00 (increase of \$70,000) (fully funded by Head Start).

Motion made by Eric Dick, seconded by Diane Trautman to approve Amendment #1 to the Services Agreement with Zenith Learning to provide substitute Teachers and Teaching Assistants (RFP # 17/017LB) to the HCDE Head Start program for the period of 08/01/2017 through 7/31/2018 in an amount not to exceed \$118,000.00 (increase of \$70,000) (fully funded by Head Start).

Motion passes with 6-0 voting to approve.

- E. Consider approval of Services Agreement with Zenith Learning (Zenith Premier, Inc.) (RFP 17/017LB) to provide substitute Teachers and Teaching Assistants to the HCDE Early Head Start, Child Care Partnerships and Head Start program** for the period of 01/01/2018 through 12/31/2018 in an amount not to exceed \$70,000 (fully funded by Head Start).

Motion made by Erica Lee Carter, seconded by George Moore to approve a Services Agreement with Zenith Learning (Zenith Premier, Inc.) (RFP 17/017LB) to provide substitute Teachers and Teaching Assistants to the HCDE Early Head Start, Child Care Partnerships and Head Start program for the period of 01/01/2018 through 12/31/2018 in an amount not to exceed \$70,000 (fully funded by Head Start).

Motion passes with 6-0 voting to approve.

- F. Consider approval of CASE for Kids Partnership Project award for FY 2018 to Southwest Schools (charter) in the amount of \$28,000 for the following campus:** Bissonnet Elementary (55 students served) for the contract period of 08/01/2017 to 07/31/2018. Southwest Schools (charter) is also funded through the 21st CCLC Cycle 9 grant in the amount of \$152,600 for a total aggregate amount of \$180,600.

Motion made by Diane Trautman, seconded by Erica Lee Carter to approve a CASE for Kids Partnership Project award for FY 2018 to Southwest Schools (charter) in the amount of \$28,000 for the following campus: Bissonnet Elementary (55 students served) for the contract period of 08/01/2017 to 07/31/2018. Southwest Schools (charter) is also funded through the 21st CCLC Cycle 9 grant in the amount of \$152,600 for a total aggregate amount of \$180,600.

Motion passes with 6-0 voting to approve.

- G. **Consider approval of Amendment #1 to Interlocal Agreement between HCDE and the Harris County Sheriff's Office to increase the amount from \$67,150 to \$98,487 (an increase of \$31,337)** for expanded law enforcement services to be provided at the Academic and Behavior School East and Highpoint School East Campus from 01/06/2017 through 02/28/2018.

Motion made by George Moore, seconded by Louis Evans to approve Amendment #1 to Interlocal Agreement between HCDE and the Harris County Sheriff's Office to increase the amount from \$67,150 to \$98,487 (an increase of \$31,337) for expanded law enforcement services to be provided at the Academic and Behavior School East and Highpoint School East Campus from 01/06/2017 through 02/28/2018.

Motion passes with 6-0 voting to approve.

- H. **Consider approval to replace network storage systems considered end of life with a new storage system for Irvington and NPO** data centers from Unique Digital (Job No.13/068DG-38) in an amount not to exceed \$199,587.52.

Motion made by Eric Dick, seconded by Erica Lee Carter to approve to replace network storage systems considered end of life with a new storage system for Irvington and NPO data centers from Unique Digital (Job No.13/068DG-38) in an amount not to exceed \$199,587.52.

Motion passes with 6-0 voting to approve.

- I. **Consider approval of Master Job Order Contract with Facilities Sources (Job # 16/054JN-04), for the restoration at the Fortis Academy** campus due to water damage from Hurricane Harvey in the amount of \$128,411.

Motion made by George Moore, seconded by Louis Evans to approve a Master Job Order Contract with Facilities Sources (Job # 16/054JN-04), for the restoration at the Fortis Academy campus due to water damage from Hurricane Harvey in the amount of \$128,411.

Motion passes with 5-1 voting to approve, with Don Sumners voting nay.

The Board entered into Executive Session at 2:26 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, 551.082.
 - A. **Employment** Director of Maintenance, Facilities
 - B. **Employment** Teacher, Highpoint East
 - C. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees, including, but not limited to, evaluation of HCDE Superintendent.**
 - D. **Private consultation with Board attorney to discuss pending litigation.**
 - E. **Obtain legal advice regarding seeking AG opinion concerning proposed Harvey Relief Fund.**

George Moore left the meeting at 3:45 p.m. and did not return.

The Board entered into Open Session at 3:50 p.m.

9. **RECONVENE** for possible action on items discussed in executive session
 - A. **Employment**
Director of Maintenance, Facilities
 - B. **Employment**
Teacher, Highpoint East
Motion made by Diane Trautman, seconded by Louis Evans to approve employment as discussed in Executive Session.
Motion passes with 5-0 voting to approve:
Employment
Director of Maintenance, Facilities
Teacher, Highpoint East
10. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **November 2017 Employee Count**
 - C. **The CASE for Kids Division announced the City Connections awards to not-for-profit organizations funded by the City of Houston.** Eleven City Council Members awarded seventy not-for profit organizations for delivery of afterschool projects for the 2017-2018 school year in the aggregate amount of \$528,340.
 - D. **Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial Foundation in the amount of \$7,020 to support Head Start's Read Excel Achieve**

Lead (REAL) SuperMENTors Read project, which focuses on literacy skills. Project will serve 195 students.

- E. **Submission of grant proposal to Cedar Tree Foundation in the amount of \$41,388 for Teaching and Learning Center-Science's environmental education project, *Citizen Science: It's for the Birds!*** The project will train 50 science teachers in citizen science activities related to birds.
- F. **Submission of grant proposal to The Lawrence Foundation in the amount of \$8,000 for Teaching and Learning Center-Science's environmental education project, *Citizen Science: It's for the Birds!*** The project will train 50 science teachers in citizen science activities related to birds.
- G. **Submission of a \$21,255 grant request to the Texas Financial Education Endowment to support Teaching and Learning Center's project, *New Course, New Challenges: Tackling Texas Financial Literacy by Empowering High School Educators and Students with Financial Mathematics Knowledge and Skills.*** The grant will provide funds for TLC to assist 70 high school mathematics and Career and Technical Education educators.
- H. **Schools Division Enrollment Report for November 2017**
- I. **HCDE Donation/Sponsorship Report for the Month of October 2017**
- 11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, December 13, 2017, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.
Motion made by Eric Dick, seconded by Louis Evans to adjourn the meeting.
Motion passes with 5-0 voting to adjourn.
The meeting adjourned at 3:51 p.m.

Board President

Board Secretary