

**Harris County Department of Education
Minutes of Regular Board Meeting
October 20, 2015**

The Harris County Board of School Trustees met in regular session on October 20, 2015 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Angie Chesnut, Board 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:	Angie Chesnut, Board President; Kay Smith, Board Vice-President; Erica Lee Carter; Marvin Morris; Don Sumners; and Diane Trautman
Board Members Absent:	Michael 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 Ecomet Burley, Director Center for Safe and Secure Schools; Lisa Caruthers, Director CASE for Kids; Karla Cantu, Board Secretary; Curtis Davis, Director Records Management; Louise Henry, Director Marketing; Eduardo Honold, Director Adult Education; Les Hooper, Senior Director Facilities; Tammy Lanier, Director Communications & Public Information; Dee Mattox-Hall, Senior Director Special Schools; Bill Monroe, Director Purchasing; Brenda Mullins, Director Curriculum and Compliance Services; Venetia Peacock, Senior Director Head Start; Jean Polichino, Director School-Based Therapy Services; Gayla Rawlinson, Director Center for Grants Development; Jim Schul, Chief Information Officer; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Jeannette Truxillo, Director Research and Evaluation; Danny Vu, Director Technology; Jimmy Wynn, Special Assistant to Superintendent
Visitors:	Jim Henley; Joseph Le; Sherrie Matula; Terice Richards; and Colleen Vera

1. **Invocation** - Denice Tucker, School-Based Therapy Services
2. **Pledge of Allegiance to the US flag** - Jean Polichino, School-Based Therapy Services
3. **Pledge of Allegiance to the Texas flag** - Jean Polichino, School-Based Therapy Services
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.

Jim Henley addressed the Board regarding his years of serving on the HCDE Board and introduced Sherrie Matula.

Sherrie Matula addressed the Board regarding the need for HCDE services in Harris County and her candidacy for the HCDE Board.

5. **Reports and presentations:**
 - A. Annual update on the HCDE School-Based Therapy Services - Jean Polichino, Senior Director School-Based Therapy Services
 - B. Principal recognition - Jonathan Parker, Assistant Superintendent
 - C. Presentation on the release of the State Auditors Office report on HCDE - James Colbert, Jr., County School Superintendent
 - D. 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.

Kay Smith reported on her and Erica Lee Carter's attendance to the TASA/TASB Convention in Austin and her attendance to the Energy Day at Sam Houston Park.

Erica Lee Carter reported on her attendance to the TASA/TASB Convention and the CASE for Kids Annual Luncheon.

Diane Trautman reported on the Assistance League of Houston's involvement with helping underprivileged children by providing back-packs for the new school year.

- E. Monthly Financial Report through September 30, 2015 - Jesus Amezcua, Assistant Superintendent for Business Services

Items removed from the Consent Agenda *Kay Smith requested to remove item 6.E.1. from the consent agenda.*
Erica Lee Carter requested to remove item 6.D.6. from the consent agenda.
Don Sumners requested to remove item 6.E.2. from the consent agenda.
Motion made by Marvin Morris, seconded by Don Sumners to approve the remaining items in the consent agenda with the exception of items 6.D.6., 6.E.1. and 6.E.2.
Motion passes with 6-0 voting to approve remaining items.

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. September Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for September 2015

B. Consider approval of the 09/15/2015 Board Meeting Minutes

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

1. **Records Management (revenue contract) for FY 2016 with Mental Health Mental Retardation Authority (MHMRA)** for records management services in an amount not to exceed \$57,935
2. **Records Management (revenue contract) for FY 2016 with Fort Bend County** for records management services in an amount not to exceed \$100,000
3. **Therapy Services (revenue contract) for FY 2016 in the aggregate amount of \$50,525** with the following entities: Hempstead ISD (new business) in the amount of \$45,150 and Humble ISD (one student) in the amount of \$5,375
4. **Adult Education FY 2016 contract number 212-16 grant by which the Houston-Galveston Area Council (H-GAC) engages Harris County Department of Education** as a Contractor in the provision of Adult Education and Literacy services in Harris and Liberty Counties for the period of 10/01/2015 through 09/30/2016 in the amount of \$3,798,100
5. **HCDE Governmental Services with:** A.W. Fellowship Leadership (Dallas, Texas), City of Angleton (Angleton, Texas), Blessings in a Backpack (Houston, Texas), Golden Rule Schools, Inc. (Dallas, Texas), Lamar Institute of Technology (Beaumont, Texas), Nova Academy SE (Dallas, TX), Oak Hills Church of Christ, Inc. d/b/a Western Hills Church of Christ (Austin, TX), City of Port Aransas (Port Aransas, Texas), City of Quintana (Quintana, TX), Reach Unlimited, Inc. (Houston, TX), Reagan County (Big Lake, TX), City of San Marcos (San Marcos, TX), Spindletop Center (Beaumont, TX) and Texas A&M University-San Antonio
6. **CASE for FY 2016 with Aldine ISD** (150 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 7, Year 5 in the amount of \$181,255 for the period of 8/1/15 through 7/31/16

7. **CASE for FY 2016 with Alief ISD** (160 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 7, Year 5 in the amount of \$195,284 for the period of 8/01/2015 through 7/31/2016
8. **CASE for FY 2016 with Pearland ISD** (125 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 7, Year 5 in the amount of \$167,107 for the period of 8/1/2015 through 7/31/2016
9. **CASE for FY 16 with Pasadena ISD** (125 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 7, Year 5 in the amount of \$169,504 for the period of 8/1/15 through 7/31/16
10. **CASE for FY 2016 with Sheldon ISD** (290 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 7 Year 5 in the amount of \$317,937 for the period of 8/1/2015 through 7/31/2016
11. **CASE for FY 2016 with Pearland ISD** (125 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 8B, Year 3 in the amount of \$180,024 for the period of 8/1/2015 through 7/31/2016
12. **CASE for FY 2016 with Spring Branch ISD** (100 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 8B, Year 3 in the amount of \$175,775 for the period of 8/1/15 through 7/31/16
13. **CASE for FY 2016 with Sheldon ISD** (150 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 8B, Year 3 in the amount of \$170,847 for the period of 8/1/15 through 7/31/16
14. **CASE for FY 2016 with Pasadena ISD** (125 students served) for one CASE 21st Century Community Learning Center(s) grant Cycle 8B, Year 3 in the amount of \$177,216 for the period of 8/1/15 through 7/31/16
15. **Academic and Behavior School East (revenue contract) for FY 2016 in the aggregate amount of \$84,400 with the following entities:** La Marque ISD for one (1) annual student contract in the amount of \$23,500 and Sheldon ISD for three (3) annual student contracts in the amount of \$60,900
16. **Academic and Behavior School West (revenue contract) for FY 2016 in the aggregate amount of \$203,000 with the following entities:** Aldine ISD for eight (8) annual student contracts in the amount of \$162,400; Harmony Public Schools ISD for one (1) annual student contract in the amount of \$20,300; and KIPP Inc. for one (1) annual student contract in the amount of \$20,300
17. **Academic and Behavior School West (revenue contract) for FY 2016 with Katy ISD** for one individual monthly student contract for an aggregate amount of \$24,000
18. **Academic and Behavior School West (revenue contract) for FY 2015 for Extended School Year (ESY-Summer School Program) with Galena Park ISD** for one (1) unit for an aggregate amount of \$5,200

19. **Consider approval of Non-monetary Interlocal Contracts for Adult Education for FY 2016 with the following entities:** Channelview ISD, Dayton ISD, Galena Park ISD, Sheldon ISD and Spring Branch ISD for the location of Adult Education classes
- D. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Contract award for job no. 15/066TJ for Direct Delivery of Ice Cream** to the proposers offering the best value to HCDE Choice Partners and meeting the specifications outlined in the proposal: Dippin' Dots and Southern Ice Cream for the period 10/20/2015 through 10/19/2016
 2. **Contract award for job no. 15/065KC for Affordable Care Act (ACA) Auditing/Reporting Services with the following vendors:** Businessolver Inc., Eligibility Tracking Calculators LLC and U.S. Employee Benefits Services Group for the period 10/20/2015 through 10/19/2016
 3. **Contract award for job no. 15/060JN for Third Party Code Inspection Services with the following vendors:** Bureau Veritas North America, Inc. and ProTech Group LLC for the period 10/20/2015 through 10/19/2016
 4. **Contract renewal for job no. 13/072CG for Equipment - Playground Equipment (IDIQ) with the following vendor:** McKenna Contracting Inc. for the period 12/17/2015 through 12/16/2016
 5. **Contract renewal for job no. 12/058DG for Infrastructure as a Service with the following vendors:** Austin Ribbon & Computing Supplies and SunGard for the period 11/20/2015 through 11/19/2016
 7. **Contract renewal for job no. 13/001DG for Temporary Personnel Services with the following vendors:** Execu Team Staffing LP, Objectwin Technology, Inc., Prime Systems/Directron, Staffmark, and Superior Talent Resources, Inc. for the period 11/20/2015 through 11/19/2016
- F. Consider approval of the following Revenue Agreements:
1. **Revenue subcontract with Region 10 Education Service Center** to provide Central Operations of the Texas Virtual School Network for the period of 9/1/2015 through 8/31/2016 in an amount of \$1,390,860
 2. **Certification Contribution Agreement between the HCDE CASE for Kids Division and the Gulf Coast Workforce Board** for the period of 10/01/2015 through 09/30/2016. HCDE will certify \$1,500,000 to receive matching funds from the Gulf Coast Workforce Board for the CASE Partnership Project in the amount of \$1,713,386 (approximately 6,000 students served)
6. D.6. **Contract renewals for job no. 13/062DG for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors,** 3P Learning, Achieve3000, Adventures In Learning, Agile Mind Educational Holdings, Inc., Art In History, Inc., B.E.Publishing, Benchmark Education Company, DLB Educational Corporation, Dynastudy, Inc., EAI Education, Education Plus, Frog

Street Press, Hands-On Tasks Inc., Harrison and Company, Greenwood Publishing dba Heinemann, Istation, Jarrett Publishing Company, Keystone Books & Media, Lab Resources, Inc., Lakeshore Equipment Company dba Lakeshore Learning Materials, Kimco Educational Products dba Learning Zone, Lectorum Publications Inc., LEGO Education, Mentoring Minds, L. P., Proliteracy Worldwide dba New Readers Press, Newmark Learning, Northwest Evaluation Association, Pitsco Education, Primary Concepts, Saddleback Educational Publishing, Inc., Scholastic Inc. (Scholastic Classroom & Community Division), The Lorenz Company, Steps To Literacy, Teacher Heaven, Inc., UR Investment Inc., dba Texas Teacher Supply and Unity Education Resources for the period 11/19/2015 through 11/18/2016

Motion made by Erica Lee Carter, seconded by Marvin Morris to approve contract renewals for job no. 13/062DG for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the above mentioned vendors.

Motion passes with 5-0-1 with Erica Lee Carter abstaining.

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

1. **Contract renewal option for All-in-One Early Childhood Mobile Tablets**, job no. 13/015KJ, with HATCH, Inc., for the HCDE Head Start Division for the period of 11/20/2015 through 11/19/2016

Motion made by Marvin Morris, seconded by Diane Trautman to approve a contract renewal option for All-in-One Early Childhood Mobile Tablets, job no. 13/015KJ, with HATCH, Inc., for the HCDE Head Start Division for the period of 11/20/2015 through 11/19/2016.

Motion passes with 6-0 voting to approve.

2. **Contract renewal option with Data Management, Inc., dba TimeClock Plus**, job no. 12/046KJ for Automated Payroll Time Reporting System for the period of 10/23/15 to 10/22/16

Motion made by Marvin Morris, seconded by Erica Lee Carter to approve a contract renewal option with Data Management, Inc., dba TimeClock Plus, job no. 12/046KJ for Automated Payroll Time Reporting System for the period of 10/23/15 to 10/22/16.

Motion passes with 6-0 voting to approve.

7. ACTION ITEMS - NON-CONSENSUS

- A. **Consider approval of FY 2016 Investment Resolution** for the annual review of our investment policy, Broker Dealers and Investment Trainers in accordance with the Public Funds Investment Act.

Motion made by Marvin Morris, seconded by Diane Trautman to approve the FY 2016 Investment Resolution for the annual review of our investment policy, Broker Dealers and Investment Trainers in accordance with the Public Funds Investment Act.

Motion passes with 6-0 voting to approve.

- B. **Contract award for job no. 15/059KJ for Contracted Services for Ecobot and Fundraising Services to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** Education Foundation of Harris County for the period of 10/20/2015 through 10/19/2016 with HCDE having the option to renew the contract for four additional years in one year increments. Consequently, the total term of the contract may be for a period of five years

Motion made by Kay Smith, seconded by Marvin Morris to award job no. 15/059KJ for Contracted Services for Ecobot and Fundraising Services to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal: Education Foundation of Harris County for the period of 10/20/2015 through 10/19/2016 with HCDE having the option to renew the contract for four additional years in one year increments. Consequently, the total term of the contract may be for a period of five years.

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

- C. **Consider approval of a Contract with the Education Foundation of Harris County for job no. 15/059KJ, RFP 15/027KJ for Contracted Services for Ecobot and Fundraising Services** for the period of 10/20/2015 through 10/19/2016 in an amount not to exceed \$190,000.

Motion made by Marvin Morris, seconded by Kay Smith to approve a contract with the Education Foundation of Harris County for job no. 15/059KJ, RFP 15/027KJ for Contracted Services for Ecobot and Fundraising Services for the period of 10/20/2015 through 10/19/2016 in an amount not to exceed \$190,000.

Motion passes with 6-0 voting to approve.

- D. **Consider approval of a Contracted Services Contract with BlazingBrook Management to provide substitute Teaching Assistants** to the HCDE Area I Head Start program for the period of 10/20/2015 through 12/31/2015 in an amount not to exceed \$74,880.

Motion made by Marvin Morris, seconded by Diane Trautman to approve a Contracted Services Contract with BlazingBrook Management to provide substitute Teaching Assistants to the HCDE Area I Head Start program for the period of 10/20/2015 through 12/31/2015 in an amount not to exceed \$74,880.

Motion passes with 6-0 voting to approve.

- E. **Consider approval of a resolution amending the Authorized Representatives** in the Lone Star, TEXPool, and TexSTAR investment pools due to a change in investment responsibilities in the business office.

Motion made by Diane Trautman, seconded by Don Sumners to approve a resolution amending the Authorized Representatives in the Lone Star, TEXPool, and TexSTAR investment pools due to a change in investment responsibilities in the business office.

Motion passes with 6-0 voting to approve.

- F. **Consider approval of a Professional Services contract, RFP# 15-056KJ, with Julie Smith to provide consulting services to the HCDE Head Start division** for Early Head Start services in the amount of \$14,560 for the period of 10/21/2015 through 12/31/2015.

Motion made by Erica Lee Carter, seconded by Diane Trautman to approve a Professional Services contract, RFP# 15-056KJ, with Julie Smith to provide consulting services to the HCDE Head Start division for Early Head Start services in the amount of \$14,560 for the period of 10/21/2015 through 12/31/2015.

Motion passes with 6-0 voting to approve.

- G. **Remove from the table for discussion and possible action** on entering into a payment in lieu of taxes with Noble Drilling (U.S.), LLC and HCDE non-opposition to the application for a Foreign Trade Zone Application.

Motion made by Don Sumners, Kay Smith to remove from the table.

Motion passes with 6-0 voting to remove item from the table.

Motion made by Don Sumners, seconded by Kay Smith to approve entering into a payment in lieu of taxes with Noble Drilling (U.S.), LLC and HCDE non-opposition to the application for a Foreign Trade Zone Application.

Motion passes with 6-0 voting to approve.

The Board recessed at 2:25 p.m. and entered into Executive Session at 2:35 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

- Teacher, Academic Behavior School East
- Director, Choice Partners Cooperative
- Director, Texas Virtual School Network

- B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.

The Board entered into Open Session at 3:10 p.m.

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

A. Employment

- Teacher, Academic Behavior School East
- Director, Choice Partners Cooperative
- Director, Texas Virtual School Network

Motion made by Kay Smith, seconded by Marvin Morris to approve employment as discussed in Executive Session.

Motion passes with 6-0 voting to approve.

10. **INFORMATION ITEMS**

A. Human Resources personnel information items

B. September Employee Count

C. Revenue contracts less than \$50,000 for FY 2015 - 2016:

- Between Teaching Learning Center and Harmony Public Schools - for Special Education Program consultation for the period of 9/1/2015 - 8/31/2016 for \$1000 daily.
- Between Teaching Learning Center and Library and Curriculum Resources - for Science Literacy Workshop (Lisa K. Felske) the period of 10/14/2015 - 10/14/2015 for \$800.
- Between Teaching Learning Center and Pearland ISD - for Science and Social Studies Integration training (Lisa K. Felske) for the period of 10/12/2015 - 10/12/2015 for \$1,000.
- Between Therapy Services and Alief ISD - for Program Evaluation Services for Occupational and Physical Therapy for the period of 8/16/2015 - 8/15/2016 for \$4,500.

D. CASE grant awards (expenditure) to implement the CASE for Kids City Connections 2015 for the period 6/1/2015 through 6/30/2015 with the following entities:

- Living Word Christian Academy for the amount of \$9,885
- Houston Area Urban League, Inc. for the amount of \$5,000
- Bella Vista Missionary Baptist Church Summer Camp for the amount of \$2,000
- Blue Triangle Cultural Association for the amount of \$5,000
- South Central Sportz for the amount of \$3,000

E. Memorandum of Understanding Contracts for FY 2015-2016 with the following Divisions/Entities:

- With South Houston Public Library for the purpose of the Location for Adult Education Classes.

- With Texas A&M Agrilife Extension Service for the purpose of providing financial literacy and nutrition modules to HCDE Adult Education classes.
- With Goodwill Houston for the purpose of providing students the opportunity to perform vocational practice skills in a natural environment.
- With Pizza Hut for the purpose of providing students the opportunity to perform vocational practice skills in a natural environment.
- With Lakewood Church for the purpose of providing students the opportunity to perform vocational practice skills in a natural environment.

F. Submission of Grant Proposals

1. Adult Education Division submitted a \$298,202 grant proposal to the Texas Workforce Commission to provide contextualized instruction in reading, writing, numeracy and English language skills to support employee development, for at least 180 individuals, and employer operations for five industry specific employers. The project will take place September 2015 through November 2016.
 2. In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a product donation request to CVS Health to support HCDE's Teaching and Learning Center's 30th Annual R.T. Garcia Early Childhood Winter Conference scheduled for Saturday, January 30, 2016 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.
 3. Submission of grant proposal to Autism Speaks in the amount of \$5,000 for the Success for All program at Academic and Behavior East School, which would provide refresher training for 26 teachers and staff in the Applied Behavior Analysis method to assist students with autism.
 4. Submission of grant proposal to Bank of Texas/Bank of Oklahoma Financial Foundation in the amount of \$7,560 to support Head Start's Read Excel Achieve Lead (REAL) SuperMENTors Read program to promote literacy skills. Requested funds would purchase 210 book sets for Head Start students.
 5. Proposal submitted to Texas Council for Developmental Disabilities in the amount not to exceed \$75,000 for the Teaching and Learning Center to provide leadership and advocacy training to persons with developmental disabilities and their family members.
- G. In collaboration with Education Foundation of Harris County, the Center for Grants Development submitted a product donation request to H-E-B to support HCDE Teaching and Learning Center's 30th Annual R.T. Garcia Early Childhood Winter Conference scheduled for Saturday, January 30, 2016 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.
- H. Sponsorship proposal to Macy's for \$1,500 to support The Teaching and Learning Center's 30th Annual R.T. Garcia Early Childhood Winter Conference scheduled for Saturday, January 30, 2016 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.

- I. Sponsorship request, ranging from \$1,000 to \$2,500, to the Bagwell Foundation to support The Teaching and Learning Center's 30th Annual R.T. Garcia Early Childhood Winter Conference scheduled for Saturday, January 30, 2016 at the Kingdom Builders' Center, 6011 W Orem Dr., Houston, Texas 77085.
- J. Consider acceptance of the HCDE Area I Performance Report for the month of August 2015. This information is derived from the center locations, selection totals, center capacities, enrollment including # served, # of days, # withdrawn, disability, over income, and waitlists totals.
- K. Consider acceptance of the HCDE Area I Head Start USDA Meal Totals for the month of August 2015. 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.
- L. **Non-monetary contracts for FY 2015-2016:**
 - Between Adult Education and Houston Northwest Community Center, Inc. - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and South Houston Community Center - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and West Houston Assistance Ministries - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and Highlands United Methodist Church - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and The Salvation Army - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and Our Lady of Guadalupe Church - for the location of Adult Education classes for the period of 8/1/2015 - 6/30/2016.
 - Between Adult Education and Neighborhood Centers, Inc. - for the location of Adult Education classes for the period of 8/1/2015 - 6/30/2016.
 - Between Adult Education and St. Edith Stein Catholic Church - for the location of Adult Education classes for the period of 7/1/2015 - 6/30/2016.
 - Between Adult Education and High Meadows Public Library - for the location of Adult Education classes for the period of 8/1/2015 - 6/30/2016.
 - Between CASE and Jobsy Wobsy, Inc. - for a Workshop Presenter for CASE 2015 OST conference for the period of 9/25/2015 - 9/26/2015.
 - Between CASE and Catherine Chennisi - for Workshop Presenter for CASE 2015 OST conference for the period of 9/26/2015 - 9/26/2015.
 - Between CASE and Melissa Rangel - for Workshop Presenter for CASE 2015 OST conference for the period of 9/25/2015 - 9/25/2015.
 - Between Special Schools and The First Tee National Program - for providing basic information on learning the game of golf as a lifelong health and fitness activity for students for the period of 9/8/2015 - 6/2/2016.

- M. Schools Division Enrollment Report for September 2015
- N. September 2015 HCDE Donation/Sponsor Report
- 11. **ADJOURN** - Next regular meeting is scheduled for Tuesday, November 17, 2015, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.
Motion made by Marvin Morris, seconded by Kay Smith to adjourn the meeting.
Motion passes with 6-0 voting to adjourn.
The meeting adjourned at 3:11 p.m.