

**Harris County Department of Education
Minutes of Regular Board Meeting
July 18, 2018**

The Harris County Board of School Trustees met in regular session on July 18, 2018 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Louis Evans, Board President, called the meeting to order at 1:11 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; George Moore; Don Sumners; and Mike Wolfe

Diane Trautman and Erica Lee Carter participated in the meeting via Skype.

Board Members Absent:

None

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

Danielle Bartz, Chief of Staff; 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; Jeff Drury, Director Choice Partners Cooperative; Tammy Lanier, Director Communication & Public Engagement; Anthony Mays, Senior Director Schools Division; Bill Monroe, Director Purchasing; Venetia Peacock, Senior Director Head Start; Gayla Rawlinson, Director Center for Grants Development; Stephanie Ross, Director Adult Education; Rosa Maria Torres, Chief Accounting Officer; Natasha Truitt, Executive Director Human Resources; Richard Vela, Senior Director Facilities; Lidia Zatopek, Director Alternative Certification

Visitors:

Richard Cantu; Andrea Duhon; Mark Ennis; Ruth Evans; Beata Handler; Murphy Klasing; Danyahel Norris; Ricardo Rangel; Colleen Vera; Christopher Wallhagen

1. **Invocation** - Charisma Tolbert, Purchasing
2. **Pledge of Allegiance to the US flag** – Rosa Maria Torres, Business Services
3. **Pledge of Allegiance to the Texas flag** – Rosa Maria Torres, Business Services
4. **PUBLIC HEARING** for the purpose of considering the proposed HCDE fiscal year 2019 budget.

In regards to the public hearing on the budget, Colleen Vera addressed the Board regarding Fortis Academy and JJAEP.

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.

Colleen Vera addressed the Board regarding item 8.E. contract for HillCo Partners.

Mark Ennis addressed the Board regarding focusing on education.

6. **Reports and presentations:**

- A. **Superintendent Monthly Report** - James Colbert, Jr. reported his attendance and presentation at the Association of Recovery Schools/Association of Recovery in Higher Education National Conference at the University of Houston.
- B. **Annual update on the HCDE Business Services Division** - Jesus Amezcua, Assistant Superintendent for Business Services
- C. **Annual update on the HCDE Purchasing Division** - Bill Monroe, Director
- D. **Report of the Board Feasibility Subcommittee** - *Don Summers reported on the plan to open the ABS West location at the start of the school year next year.*
- 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.

There were no reports from the Board.
- F. **Monthly Financial Reports through 06/30/2018** - Jesus Amezcua, Assistant Superintendent for Business Services

Mike Wolfe requested to remove item 7.B.1. from the consensus agenda.

Motion made by Eric Dick, seconded by George Moore to approve remaining items.

Motion passes with 6-1 voting to approve, with Mike Wolfe voting nay on approving remaining items in the consent agenda with the exception of item 7.B.1.

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 2018
- B. **Consider approval of the following Board Meeting Minutes:**
2. 06/20/2018 Board Meeting
 3. 06/20/2018 Policy Committee Meeting
- C. **Consider ratification/approval of the following Interlocal Contracts:**
1. **Interlocal (revenue) contract for School-Based Therapy Services for FY 2018-2019 in the aggregate amount of \$372,875** with Spring Branch ISD (395 students served in FY 2016-2017).
 2. **Interlocal (renewal) contract with Pasadena ISD for Records Management Services** beginning September 2018 in the amount of \$11,550 annual membership, plus optional services.
 3. **Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$198,000 with Highpoint School East with the following district: Aldine ISD** for twenty (20) in-county annual contracts in the amount of \$198,000 (\$9,900 each) for the contract period of 08/27/2018 through 06/06/2019.
 4. **Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$60,900 with Academic and Behavior School East with the following district: Galena Park ISD** for three (3) in-county annual contracts in the amount of \$60,900 (\$20,300 each) for the contract period of 08/27/18 through 06/06/2019.
 5. **Interlocal (revenue) contract for FY 2019 in the aggregate amount of \$203,000 with Academic and Behavior School West with the following district: Spring Branch ISD** for ten (10) in-county annual contracts in the amount of \$203,000 (\$20,300 each) for the contract period of 08/27/2018 through 06/06/2019.
- D. **Consider approval of the following items for the HCDE Choice Partners Cooperative:**
1. **Contract award for job no.18/052TJ Direct Delivery of Snacks and Beverages for the following vendors:** Sterling BV, Inc (dba Buena Vista Food Products, Inc.); J & J Snack Foods Sales Corp; The Masters Distribution Systems Company, Inc.; JSB Industries, Inc (dba Muffin Town); MinMor Industries, LLC (dba Notables); The Safe + Fair Food Company LLC; and Truitt Family Foods, Inc. for the period 08/01/2018 through 07/31/2019.
 2. **Contract award for job no.18/047TJ Chemical Products and Services for the following vendors:** Armstrong Repair Center, Inc.; Auto-Chlor Services LLC.; Buckeye Cleaning Center-Houston; Ecolab Inc; Magnus Procurement & Logistic Solutions; Sanitech; and SFSPac Food Safety & Sanitation for the period 08/01/2018 through 07/31/2019.
 3. **Contract award for job no.18/054TJ Restaurant Branded Food Delivery for the following vendors:** MAC Pizza Management, Inc. (dba Domino's Pizza); Domino's, Inc.

(dba Domino's Pizza LLC); GDK Go Inc.; Houston Pizza Ventures, LP (dba Papa John's Pizza); and MANS Food Group Inc. (dba Papa John's Pizza) for the period 08/01/2018 through 07/31/2019.

4. **Contract renewal option for job no. 14/024MP for Medical Supplies and Related Items with the following vendor:** AOSS Medical Supply, LLC for the period 08/19/2018 through 08/18/2019.
5. **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), and Preferred FoodService Design/Supply Inc, for the period 08/18/2018 through 08/17/2019.
6. **Contract renewal option for job no. 14/031MP for Curriculum, Instructional, Assessment and Intervention Materials and Supplies with the following vendors:** Accelerate Learning Inc.; Cengage Learning, Inc.; DrumFit USA Corporation; Educator's Depot, Inc.; Inter-State Studio & Publishing, Co.; KAMICO Instructional Media, Inc.; Kaplan Early Learning Company; McGraw-Hill Education, Inc. dba McGraw-Hill School Education, LLC; Peoples Education, Inc. dba Mastery Education; Positive Promotions, Inc.; Rally! Education; TCC Learning, LLC, and School Specialty, Inc. dba Triumph Learning for the period 08/19/2018 through 08/18/2019.
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., dba Balfour Company; Butler Business Products, LLC; Corporate Incentives, Inc., and JW Drouin & Associates dba J. Harding & Company for the period 08/18/2018 through 08/17/2019.
8. **Contract renewal option for job no. 15/040CG for Energy Savings Contract Services (ESCO) with the following vendor:** Siemens Industry, Inc. for the period 08/18/2018 through 08/17/2019.
9. **Contract renewal option for job no. 15/041JN for IDIQ Construction and Maintenance (Job Order Contracting) with the following vendors:** Baseline Paving & Construction, Inc.; Basic IDIQ, Inc.; Construction Masters of Houston, Inc.; E Contractors USA, LLC; ERC Environmental & Construction Services Inc., dba ERC; Horizon International Group, LLC; Millennium Project Solutions, Inc.; SETEX Construction Corp.; JR Thomas Group, Inc. dba The Thomas Group, Inc.; Tommy Klein Construction, Inc.; The Sithe Group, LLC dba TSG Industries; J.T. Vaughn Construction, LLC dba Vaughn Construction, and Westco Ventures, LLC for the period 08/18/2018 through 08/17/2019.
10. **Contract renewal option for job no. 16/053KC for Student and Educational Travel Services with the following vendors:** Grand Fund, Inc. dba Green Light Group Tours and STA Travel, Inc. for the period 08/16/2018 through 08/15/2019.

11. **Contract renewal for job no. 16/054JN for JOC/CSP for IDIQ Public Work Minor Construction, Maintenance, and Renovation Work with the following vendors:** Aggieland Construction, LLC; RMB Management, LLC dba Corestone Construction Services; EcoXstream, LLC; Dura Pier Facilities Services, Ltd. dba Facilities Sources; Generocity Services, Inc.; Brown & Root Industrial Services, LLC; Lee Construction and Maintenance Company dba LMC Corporation; Mitchell Paint & Wallcovering, Inc. dba Mitchell Contracting; Nash Industries, Inc.; Quad-Tex Construction, Inc.; AKS Holdings, Inc. dba SERVPRO of Spring/Tomball; The Edu-Source Corporation, and The Ratliff Group, LLC for the period 08/16/2018 through 08/15/2019.
 12. **Contract renewal option for job no. 16/057KC for Promotional and Related Items with the following vendors:** 4imprint, Inc.; Buffalo Specialties, Inc.; Butler Business Products, LLC; Blue Ribbon Promotions, LLC dba Calfee Specialties; Challenge Office Products, Inc.; Marketing Magic International, LTD, and OTC Brands, Inc. for the period 08/16/2018 through 08/15/2019.
 13. **HCDE Interlocal Agreements with:** Pettus ISD, Pettus, Texas; Newman International Academy, Arlington, Texas; and Eyes on the Prize, Mesquite, Texas; San Jacinto County, Texas.
- E. Consider approval of the following items for Internal Purchasing:
1. **Contract award for job no. 18/051YR for Head Start Trainers and Consultants for HCDE to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** SPDF Kids, Best Practice Associates, Inc., and Collaborative for Children, Inc. for the period of 08/01/2018 through 07/31/2023 (subject to annual appropriations of funding).
 2. **Contract award for job no. 18/055KJ - 02 for Contracted Services for Teaching Learning Center to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Ewing Strategic Communication, Best Practice Associates, Inc., Heinemann (Greenwood Publishing), and Writers in the Schools for the period of 08/01/2018 through 07/31/2023 (subject to annual appropriations of funding).
 3. **Contract renewal option for job no. 16/038LB for Workers Compensation Insurance with the following vendor:** Arthur J. Gallagher & Co. for the estimated amount of \$287,988 for the period of 09/01/2018 through 08/31/2019.
 4. **Contract renewal option for job no. 17/002LB for Property and Casualty Insurance with the following vendor:** McGriff, Seibels & Williams of Texas, Inc. for the period of 10/01/2018 through 09/30/2019.
 5. **Contract renewal option for job no. 15/063YR for CASE After-School and Summer Direct Service Providers with the following vendor:** Little Birdies Mobile Golf Academy for the period of 09/15/2018 through 09/14/2019.

6. **Contract renewal option for job no. 15/061KJ for Temporary Lease of a Baytown Head Start Facility with the following vendor:** HT Land Company for the period of 09/14/2018 through 09/15/2019 (fully funded by the Head Start grant).

B.1. 06/27/2018 Special Board Meeting

Motion made by Eric Dick, seconded by Louis Evans to approve the 06/27/2018 Special Board Meeting minutes.

Motion is withdrawn until after the Board receives legal counsel in Executive Session.

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

- A. **Consider adoption of the Harris County Department of Education FY 2018-2019 Proposed Annual Budget totaling \$117,335,372;** \$56,868,191 for the General Fund, \$34,442,824 for the Special Revenue Fund, \$3,149,497 for the Debt Service Fund, \$12,500,000 for the Capital Projects Fund, \$5,728,496 for the Internal Service Fund, \$4,646,364 for the Enterprise Fund. The adoption of this budget also incorporates the 2018-2019 proposed salary increase and schedules.

Motion made by Eric Dick, seconded by George Moore to adopt the Harris County Department of Education FY 2018-2019 Proposed Annual Budget totaling \$117,335,372; \$56,868,191 for the General Fund, \$34,442,824 for the Special Revenue Fund, \$3,149,497 for the Debt Service Fund, \$12,500,000 for the Capital Projects Fund, \$5,728,496 for the Internal Service Fund, \$4,646,364 for the Enterprise Fund. The adoption of this budget also incorporates the 2018-2019 proposed salary increase and schedules.

Motion passes with 6-1 voting to adopt, with Mike Wolfe voting nay.

- B. **Consider Contract Amendment #2 to the Services Agreement with Zenith Learning (Zenith Premier, Inc.) (RFP # 17/017LB) in an amount not to exceed \$220,000.00 (increase of \$75,000) to provide substitute Teachers and Teaching Assistants to the HCDE Head Start/Early Head Start program, (fully funded by Head Start).** This amendment is effective upon board approval through 12/31/2018.

Motion made by Mike Wolfe, seconded by George Moore to approve Contract Amendment #2 to the Services Agreement with Zenith Learning (Zenith Premier, Inc.) (RFP # 17/017LB) in an amount not to exceed \$220,000.00 (increase of \$75,000) to provide substitute Teachers and Teaching Assistants to the HCDE Head Start/Early Head Start program, (fully funded by Head Start). This amendment is effective upon board approval through 12/31/2018.

Motion passes with 7-0 voting to approve.

- C. **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 \$1,513,287 for the 2017-2018 program year.**

Motion made by Eric Dick, seconded by Mike Wolfe to accept 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 \$1,513,287 for the 2017-2018 program year.

Motion passes with 7-0 voting to approve.

- D. **Consider approval of Service Agreement with Kristen Allen (RFP #18/050KJ) to provide HCDE workshops, district presentations, and coaching consulting services for HCDE Teaching and Learning Center for the period of 09/01/2018 through 08/31/2019 in an aggregate amount of \$64,800.**

Motion made by Eric Dick, seconded by George Moore to approve a Service Agreement with Kristen Allen (RFP #18/050KJ) to provide HCDE workshops, district presentations, and coaching consulting services for HCDE Teaching and Learning Center for the period of 09/01/2018 through 08/31/2019 in an aggregate amount of \$64,800.

Motion passes with 7-0 voting to approve.

- E. **Consider approval of HillCo Partners contract for governmental relations consulting services in an amount not to exceed \$220,200 (\$18,350 per month) for the period of 07/19/2018 through 07/31/2019 and approval of renewal option for RFP no. 16/020KJ for Governmental Relations Services with HillCo Partners through 07/31/2019.**

The Board opted to take action on this agenda item after Executive Session in order to obtain legal counsel.

- F. **Consider approval of job order contracting method of construction under Chapter 2269 and the Master Job Order Contract with Quality Security Systems, Inc. (Choice Partners Job #15/037JN-07) to install a new fire alarm system at HCDE's Fortis Academy located at 11902 Spears Road; Houston, Texas 77067, for the total amount not to exceed \$106,000.**

Motion made by Eric Dick, seconded by George Moore to approve job order contracting method of construction under Chapter 2269 and the Master Job Order Contract with Quality Security Systems, Inc. (Choice Partners Job #15/037JN-07) to install a new fire alarm system at HCDE's Fortis Academy located at 11902 Spears Road; Houston, Texas 77067, for the total amount not to exceed \$106,000.

Motion passes with 7-0 voting to approve.

The Board entered into Executive Session at 2:06 p.m.

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, Technology
Executive Assistant to Board of Trustees, Administration
 - B. **Employment:**
Ratification, Principal, AB School East
 - C. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**

The Board entered into Open Session at 3:25 p.m.

10. **RECONVENE** for possible action on items discussed in executive session
 - B. **Consider ratification of employment of Principal, AB School East**
Motion made by Eric Dick, seconded by Don Sumners to ratify employment of Principal, AB School East.
Motion passes with 6-0 voting to approve. Erica Lee Carter was not online and therefore did not vote on this item.
7. B. **Consider approval of the following Board Meeting Minutes:**
 1. **06/27/2018 Board Meeting**
Motion made by Mike Wolfe, seconded by Eric Dick to approve the minutes with the addition of the following language.
This meeting was not a proper meeting under the Texas Open Meetings Act; however, the action purported to be taken at this meeting (i.e., the hiring of the principal, AB School East) was ratified at the Board's meeting on July 18, 2018 in compliance with the Act.
Motion passes with 6-0 voting to approve. Erica Lee Carter was not online and therefore did not vote on this item.
 - A. **Employment:**
Director, Technology
Motion made by Mike Wolfe, seconded by Don Sumners to approve employment of the Director of Technology.
Motion passes with 6-0 voting to approve. Erica Lee Carter was not online and therefore did not vote on this item.
Employment:
Executive Assistant to Board of Trustees, Administration

Motion made by Mike Wolfe, seconded by Don Sumners to approve employment of the Executive Assistant to Board of Trustees, Administration and offer the position to Melissa Smith.

Motion passes with 4-2-1 with Erica Lee Carter and Diane Trautman voting nay and Louis Evans abstaining.

8. E. **Consider approval of HillCo Partners contract for governmental relations consulting services in an amount not to exceed \$220,200 (\$18,350 per month) for the period of 07/19/2018 through 07/31/2019 and approval of renewal option for RFP no. 16/020KJ for Governmental Relations Services with HillCo Partners through 07/31/2019.**

Motion made by Mike Wolfe, seconded by Don Sumners to table the item indefinitely.

Motion fails with 3-4 voting to table with Louis Evans, Eric Dick, Erica Lee Carter and Diane Trautman voting nay.

Motion made by Eric Dick, seconded by Diane Trautman to approve a HillCo Partners contract for governmental relations consulting services in an amount not to exceed \$220,200 (\$18,350 per month) for the period of 07/19/2018 through 07/31/2019 and approval of renewal option for RFP no. 16/020KJ for Governmental Relations Services with HillCo Partners through 07/31/2019.

Motion fails with 2-4-1 voting to approve, with George Moore, Don Sumners, Mike Wolfe and Erica Lee Carter voting nay and Louis Evans abstaining.

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 (\$402,857.75):**

- Between Teaching Learning Center and Katy ISD - Secondary ELAR Training for the period of 08/08/2018-08/08/2018, \$1,000.
- Between Teaching Learning Center and New Caney ISD - Power Up Conference for the period of 8/15/2015 - 8/15/2018, \$6,595. Between School-Based Therapy Services and Avondale House - Occupational Services for the period of 8/16/2017-8/15/2018, \$1,900 (amended).
- Between Teaching Learning Center and Barbers Hiss ISD - training on "Digging Deeper: Applying Webb's Depth of Knowledge to the Science Classroom", \$875.00.
- Between Center for Safe and Secure Schools and Deer Park ISD - Conduct Safety and Security Audits facilities in Deer Park ISD for the period of 6/12/2018 - 9/14/2020, \$22,844.
- Between School-Based Therapy Services and Angleton ISD - Physical Therapy for the period of 8/16/2018 - 8/15/2019, \$38,750.

- Between Research and Evaluation and BakerRipley, Fort Bend Center - Consultant services to facilitate Head Start's 5-year community assessment for the period of 4/9/2019 - 1/29/2021, \$7,500.
- Between Research and Evaluation and BakerRipley - Consultant services to facilitate Head Start's 5-year community assessment for the period of 4/9/2019 - 1/29/2021, \$15,625.
- Between Research and Evaluation and Avance-Houston - Consultant services to facilitate Head Start's 5-year community assessment for the period of 4/9/2019 - 1/29/2021, \$15,625.
- Between Research and Evaluation and HCDE Head Start - Consultant services to facilitate Head Start's 5-year community assessment for the period of 4/9/2019 - 1/29/2021, \$15,625.
- Between Center for Safe and Secure Schools and Beaumont ISD - Safety and Security Audit of 30 facilities for the period of 5/31/2018 - 9/15/2020, \$49,000.
- Between Schools Division Fortis Academy and Galena Park ISD - Annual Contract for the period of 5/18/2018 - 6/6/2019, \$12,000.
- Between Schools Division Highpoint School East and Galena Park ISD - Annual Contract for the period of 8/27/2018 -6/6/2019, \$49,500.
- Between Schools Division ABS West and Stafford MSD - Extended School Year contract for the period of 6/11/2018 - 7/16/2018, \$10,400.
- Between Teaching Learning Center and Lead4ward - Hosting and facilitating services for the period of 9/1/2018 - 8/31/2019, \$37.50 - \$43.75.
- Between Schools Division ABS West and Needville ISD - Extended School Year contract for the period of 6/11/2018 - 7/16/2018, \$5,500.
- Between Schools Division ABS West and Needville ISD - Annual Contract for the period of 8/27/2018 - 6/6/2019, \$23,500.
- Between Center for Safe and Secure Schools - Restorative Discipline Practices Professional Development Training for the period of 7/1/2018 - 5/31/2019, \$25,000.
- Between Teaching Learning Center and Flippen Group - Training on "Capturing Kid's Heart" for the period of 10/25/2018 - 6/12/2019, \$20,000.
- Between Teaching Learning Center and Pearland ISD - "Workstation Make and Take in Grades 5-8" training for the period of 8/14/2018 - 8/14/2018, \$5,350.
- Between Schools Division ABS West and Fort Bend ISD - Extended school year for the period of 6/11/2018 -7/16/2018, \$38,500.
- Between School-Based Therapy Services and Galena Park ISD - Therapy Services for the period of 8/16/2018 - 8/15/2019, \$4,275.
- Between Teaching Learning Center and Southwest Schools - "PD Student Misconceptions in Science & Implementation of streamlined TEKS" for the period of 8/21/2018 - 8/22/2018, \$1,500.
- Between Schools Division ABS West and Lamar Consolidated ISD - Extended School year for the period of 6/11/2018 - 7/16/2018, \$5,500.
- Between School Division ABS West and Lamar Consolidated ISD - Annual Contract for the period of 8/27/2018 - 6/6/2019, \$23,500.

- Between School Division ABS West and Lamar Consolidated ISD - Individual Monthly Contract for the period of 5/23/2018 -6/6/2018, \$1,750.
- Between Teaching Learning Center and Alief ISD - provide 6 traits writing professional development for the period of 8/7/2018 - 8/7/2018, \$1,200.

D. Expenditure Interlocal contracts less than \$50,000

- Between CASE and YES Public Schools - for CASE Debates, 8/1/2017 - 7/31/2018, \$4,000.
- Between CASE and KIPP Public Schools - for CASE Debates, 8/1/2017 - 7/31/2018, \$4,000.
- Between CASE and Spring ISD - for CASE Debates, 8/1/2017 - 7/31/2018, \$4,000.
- Between CASE and Harmony Public Schools - for CASE Debates, 8/1/2017 - 7/31/2018, \$4,000.

E. Non-monetary contracts for FY 2018

- Between Adult Education and Liberty ISD for location of Adult Education classes.
- Between Adult Education and Alief ISD for location of Adult Education classes.
- Between Adult Education and Pasadena ISD for location of Adult Education classes.
- Between Adult Education and North Pasadena Community Outreach for location of Adult Education classes.
- Between Adult Education and Dayton ISD for location of Adult Education classes.
- Between Adult Education and Cleveland ISD for location of Adult Education classes.
- Between School Division and Unlimited Visions Aftercare, Inc. for Project towards no drug use.
- Between Head Start and Houston ISD for comprehensive services for three and four year olds.
- Between School-Based Therapy Services for Therapy Services.
- Between Head Start and Harris County Public Health and Environmental Services to provide preventive services (MOU).

F. HCDE Area I Head Start USDA Meal Totals for the months of April and May 2018; 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 Reports for the month of May 2018.

H. 06/20/2018 Development Committee Meeting

I. 06/20/2018 Budget Committee Meeting

J. HCDE June 2018 Donation/Sponsorship Report

12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, August 15, 2018, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

Motion made by Eric Dick, seconded by George Moore to adjourn the meeting.

Motion passes with 7-0 voting to adjourn

The meeting adjourned at 3:34 p.m.