

**Harris County Department of Education  
Minutes of Regular Board Meeting  
February 26, 2020**

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The Harris County Board of School Trustees met in a regular board meeting on February 26, 2020 in the Board Room, at 6300 Irvington Boulevard, Houston, Texas. Eric Dick, Board President, called the meeting to order at 1:04 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:** Eric Dick, Board President; Richard Cantu; Andrea Duhon; Amy Hinojosa; Don Sumners

Danny Norris, Board Vice President, arrived at 2:24 p.m.

**Board Members Absent:** Mike Wolfe

**Board Attorney:** Sarah Langlois

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

Julia Andrews, Director Center for Safe and Secure Schools; Danielle Bartz, Chief of Staff; Darlene Breaux, Director Research and Evaluation Institute; Lisa Caruthers, Director CASE for Kids; Danielle Clark, Chief Communications Officer; Marion Cooksey, Principal Highpoint East; Carie Crabb, Senior Director Therapy Services; Curtis Davis, Director Records Management; Jeff Drury, Director Choice Partners; Melissa Godbout, Executive Assistant to Board of Trustees; Victor Keys, (AB West) Principal Academic Behavior School West; Bill Monroe, Director Purchasing; Anthony Moten, Principal Fortis Academy; Venita Peacock, Director Head Start; John Prestigiacommo, Director Facilities; Donna Jones, (AB East), Principal Academic Behavior School East; Natasha Truitt, Executive Director Human Resources; Richard Vela, Senior Director Facilities; Frances Watson-Hester, Senior Director Teaching and Learning Center; Stephanie Wright, Chief Accounting Officer

**Visitors:** None

1. **Invocation** - Rich Vela, Facilities

2. **Pledge of Allegiance to the US flag** - Julie Carson, Facilities
3. **Pledge of Allegiance to the Texas flag** - Julie Carson, Facilities
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.

*No public comments were given.*

5. **Reports and presentations:**
  - A. **Annual Update from Facilities** - Rich Vela, Executive Director
  - B. **Superintendent Monthly Report** - James Colbert, Jr.

*Superintendent Colbert gave a follow-up on the facilities report. He stated that he had an opportunity to visit ABS West, the home of the Knights. He stated that HCDE is venturing into new territory, and the new ABS West campus is symbolic of that. He stated that the campus has a room dedicated for special needs students for whom other districts struggle to find solutions, and creative ways to engage these students in the education process, including an item on the agenda today that will allow for a specialized playground that will, for example, allow a child in a wheelchair to be able to get on a swing. He stated that HCDE has been given the means, will, and staff to embrace the process to do this for our students. He stated that he hopes to set a trend for other school districts to do this, too, as these students rarely get this type of treatment. He recognized Rich Vela and Joe Carreon for the job done on this project and stated that he is happy that there are funds leftover in the contingency money to be able to do some of the projects that are on the agenda today to help the campus be truly extraordinary. He stated that HCDE is always looking to seek out blind spots and be able to bring assistance to the ISDs. Mr. Colbert stated that he, Johnathan Parker and Dr. Mays were able to conduct site visits of equine therapy in San Antonio and that HCDE is entertaining the idea of equine therapy for special needs students. He further stated that they would be visiting a couple of more equine therapy locations soon. Mr. Colbert stated that this Friday, the HCDE chili cookoff will be taking place and two of our board members, Trustee Duhon and President Dick, will be serving as judges; he stated that he is happy the two board members will be assisting.*

*He reminded board members that we do not have a meeting in the month of March and that today we have an extended agenda. He stated that he and Mr. Dick have been working on trying to solidify a date for a board retreat that may happen sometime at the end of March.*

**C. Report of the Board Feasibility Subcommittee - Don Sumners**

*No report.*

**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.

**E. Monthly Financial Reports through 01/31/2020 - Jesus Amezcua,**  
Assistant Superintendent for Business Services

*Andrea Duhon requested to pull items 6.E.1, 6.E.13 and 6.F.2 from the consent agenda.*

*Motion made by Richard Cantu, seconded by Don Sumners to approve all items on the consent agenda with the exception of items 6.E.1, 6.E.13 and 6.F.2.*

*Motion passes with 5-0 voting to approve all items on the consent agenda with the exception of items 6.E.1, 6.E.13 and 6.F.2.*

**6. ACTION ITEMS - CONSENSUS**

**A. Consider approval of the following Business Services items:**

1. January Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for January 2020.

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

1. 01-15-2020 Audit Committee Meeting
2. 01-15-2020 Regular Board Meeting

**C. Consider acceptance of the following grant awards:**

1. **Consider approval to submit an \$89,500 supplemental grant request application to the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS) for Disaster Relief funds** for an earnest money contract to purchase property for the Coolwood Head Start Campus Project and Training and Technical Assistance Funds. This application will include a request to waive the full amount of the non-federal match.
  2. **Consider approval of grant application to Texas Council for Developmental Disabilities in the amount of \$7,500 for a School-Based Therapy Services workshop scheduled for December 3, 2020.** The workshop will serve over 160 occupational, physical, and music therapists and other HCDE division personnel who serve students. The focus of the workshop is on best practices to address students with attention deficit hyperactivity disorder (ADHD) and related disorders.
- D. Consider ratification/approval of the following Interlocal Contracts:
1. **Interlocal (revenue) contract for FY 2020 for School-Based Therapy Services in the aggregate amount of \$2,374,350 with the following entity:** Houston Independent School District (2964 students served in FY19) in the amount of \$2,374,350.
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
2. **Contract award for job no. 20/002KD for Art Supplies and Related Items with the following vendors:** Blick Art Materials LLC dba Blick Art Materials (#20/002KD-01); Butler Business Products, LLC (#20/002KD-02); Challenge Office Products, Inc. (#20/002KD-03); Earlychildhood, LLC dba Discount School Supply (#20/002KD-04); Medisouth, Inc. dba Medisouth Store (#20/002KD-05); Nasco Education, LLC (#20/002KD-06); Pyramid Paper Company dba Pyramid School Products (#20/002KD-07); S&S Worldwide, Inc. (#20/002KD-08), and School Specialty, Inc. (#20/002KD-09) for the period 04/01/2020 through 03/31/2021.
  3. **Contract award for job no. 20/003KD for Athletic/Playground Supplies and Related Items with the following vendors:** McKenna Contracting, Inc. (#20/003KD-01); Nasco Education, LLC (#20/003KD-02); ORR Textile Company, Inc. (#20/003KD-03); Pyramid Paper Company dba Pyramid School Products (#20/003KD-04); S&S Worldwide, Inc. (#20/003KD-05), and

School Specialty, Inc. (#20/003KD-06) for the period 04/01/2020 through 03/31/2021.

4. **Contract award for job no. 20/004KD for Classroom Teaching Supplies and Related Items with the following vendors:** Butler Business Products, LLC (#20/004KD-01); Challenge Office Products, Inc. (#20/004KD-02); Medisouth, Inc. dba Medisouth Store (#20/004KD-03); Pyramid Paper Company dba Pyramid School Products (#20/004KD-04), and School Specialty, Inc. (#20/004KD-05) for the period 04/01/2020 through 03/31/2021.
5. **Contract award for job no. 20/005KD for Custodial Supplies and Related Items with the following vendors:** Buckeye International, Inc. dba Buckeye Cleaning Center-Houston (#20/005KD-01); Butler Business Products, LLC (#20/005KD-02); Competitive Choice, Inc. (#20/005KD-03); Complete Supply, Inc. (#20/005KD-04); ORR Textile Company, Inc. (#20/005KD-05), and Cordell Inc. dba Ridley's Vacuum & Janitorial Supply (#20/005KD-06) for the period 04/01/2020 through 03/31/2021.
6. **Contract award for job no. 20/006KD for Food Service Supplies and Related Items with the following vendors:** Complete Supply, Inc. (#20/006KD-01); Medisouth, Inc. dba Medisouth Store (#20/006KD-02); ORR Textile Company, Inc. (#20/006KD-03); Pasco Brokerage, Inc. (#20/006KD-04), and Wallace Packaging, LLC (#20/006KD-05) for the period 04/01/2020 through 03/31/2021.
7. **Contract award for job no. 20/007KD for Health/Medical Supplies and Related Items with the following vendors:** Henry Schein, Inc. (#20/007KD-01); Medicalshop, Inc. (#20/007KD-02); Medisouth, Inc. dba Medisouth Store (#20/007KD-03); NAO Gobal Health, LLC (#20/007KD-04); Products Unlimited, Inc. (#20/007KD-05); Pyramid Paper Company dba Pyramid School Products (#20/007KD-06); School Health Corporation (#20/007KD-07), and Zhou Medical Solutions, LLC (#20/007KD-08) for the period 04/01/2020 through 03/31/2021.
8. **Contract award for job no. 20/008KD for Office Supplies and Related Items with the following vendors:** Butler Business Products, LLC (#20/008KD-01); Challenge Office Products, Inc. (#20/008KD-02); Daniel Office Products, Inc. (#20/008KD-03); National Art & School Supplies (#20/008KD-04); Pyramid Paper Company dba Pyramid School Products (#20/008KD-05), and School Specialty, Inc. (#20/008KD-06) for the period 04/01/2020 through 03/31/2021.

9. **Contract award for job no. 20/009KD for Safety/Security Supplies and Related Items with the following vendors:** NAO Global Health, LLC (#20/009KD-01), and Taylor Brothers Door Lock, LLC dba Nightlock (#20/009KD-02) for the period 04/01/2020 through 03/31/2021.
  
10. **Contract award for job no. 20/010KD for Technology Supplies and Related Items with the following vendors:** 3-C Technology, LLC (#20/010KD-01); JANGA Technology, LLC (#20/010KD-02); M&A Technology (#20/010KD-03); Troxell Communications, Inc. (#20/010KD-04), and Unicorp, Inc. dba Uninex International (#20/010KD-05) for the period 04/01/2020 through 03/31/2021.
  
11. **Contract award for job no. 20/017MR for JOC-IDIQ for Construction with the following vendors:** A&I Custom Manufacturing, LLC (#20/017MR-01); Baseline Paving & Construction, Inc. (#20/017MR-02); Basic IDIQ, Inc. (#20/017MR-03); BELFOR USA Group, Inc. dba BELFOR Property Restoration (#20/017MR-04); Construction Masters of Houston, Inc. (#20/017MR-05); CORE Construction Services of Texas, Inc. (#20/017MR-06); DivisionOne Construction, LLC (#20/017MR-07); E Contractors USA, LLC (#20/017MR-08); ERC Environmental & Construction Services, Inc. dba ERC (#20/017MR-09); Horizon International Group, LLC (#20/017MR-10); JC Stonewall Constructors, LP (#20/017MR-11); JR Thomas Group, Inc. (#20/017MR-12); Mart, Inc. (#20/017MR-13); Millennium Project Solutions, Inc. (#20/017MR-14); Nash Industries, Inc. (#20/017MR-15); Prime M&C, Inc. dba Prime Maintenance & Construction (#20/017MR-16); SETEX Facilities & Maintenance, LLC (#20/017MR-17); Texas General Contractors, Inc. (#20/017MR-18); Tommy Klein Construction, Inc. (#20/017MR-19); J.T. Vaughn Construction, LLC dba Vaughn Construction (#20/017MR-20), and Westco Ventures, LLC (#20/017MR-21) for the period 02/26/2020 through 02/25/2021.
  
12. **Contract award for job no. 20/018MJ for JOC-IDIQ for Trades with the following vendors:** Accutek Technologies, Inc. (#20/018MJ-01); Ally Roofing Services, LLC (#20/018MJ-02); Baker-Jones Company, Inc. (#20/018MJ-03); Cavalry Construction Company, Inc. (#20/018MJ-04); CEC Facilities Group, LLC (#20/018MJ-05); Chamberlin Houston, LLC dba Chamberlin Roofing & Waterproofing (#20/018MJ-06); D&G Quality Roofing, Inc. (#20/018MJ-07); D7 Roofing & Metal, LLC (#20/018MJ-08); QSS, L.C. dba Quality Security Systems (#20/018MJ-09), and Wylie Construction Services, LLC (#20/018MJ-10) from 02/26/2020 through 02/25/2021.

14. **Contract award for job no. 20/026MR for Custodial Cleaning Services with the following vendors:** 1 Stone Solutions, LLC (#20/026MR-01); Caring Commercial Cleaning, Inc. (#20/026MR-02); McLemore Building Maintenance, Inc. (#20/026MR-03); Soji Services, Inc. dba Metroclean Commercial Building Services (#20/026MR-04), and The Kings Southern Division, LLC (#20/026MR-05) for the period 02/26/2020 through 02/25/2021.
  
15. **Assignment of contract for job no. 15/031CG-01 for Furniture, Fixtures, Equipment, Related Items and Services** from D3, Inc. dba 9to5 Seating (contract no.15/031CG-01) to 9to5 Seating, LLC. The effective date of the Consent for Assignment is February 26, 2020.
  
16. **Assignment of contract for job no. 18/056KD-48 for Technology Hardware, Software and Services** from PCMG, Inc. dba PCM Gov, Inc. (contract no.18-056KD-48) to Insight Public Sector, Inc. The effective date of the Consent for Assignment is February 26, 2020.
  
17. **HCDE Interlocal Agreements with:** Ballinger ISD, Ballinger, Texas (Signature Only); Promesa Public Schools, Inc., Austin, Texas; Lorenzo ISD, Lorenzo, Texas; El Paso County Community College District, El Paso, Texas; Brownwood ISD, Brownwood, Texas; Ralls ISD, Ralls, Texas; Panhandle ISD, Panhandle, Texas; Roosevelt ISD, Lubbock, Texas; Morton ISD, Morton, Texas; Rockdale ISD, Rockdale, Texas; Muleshoe ISD, Muleshoe, Texas; Woden ISD, Woden, Texas; Alamo Heights ISD, San Antonio, Texas; La Villa ISD, La Villa, Texas (Signature Only); Lincoln County Department of Education, Fayetteville, Tennessee; ISD 728 Elk River Schools, Elk River, Minnesota; Kaufman ISD, Kaufman, Texas; Devine ISD, Devine, Texas; Lindbergh Schools, St. Louis, Missouri; Gadsden Elementary District #32, San Luis, Arizona; Payson Unified School District, Payson, Arizona; Maple Dale-Indian Hill School District, Fox Point, Wisconsin; Sherwood Cass R-VIII, Creighton, Missouri; Dalhart ISD, Dalhart, Texas; Plainview ISD, Plainview, Texas; Greenwood ISD, Midland, Texas; Salisbury Township School District, Allentown, Pennsylvania; Panhandle Regional Planning Commission, Panhandle, Texas; Premier Charter School, St. Louis, Missouri; Citrus County School District, Inverness, Florida (Signature Only); Clayton Municipal Schools, Clayton, New Mexico; Westwood ISD, Palestine, Texas, and Port Aransas ISD, Port Aransas, Texas.

F. Consider approval of the following items for Internal Purchasing:

1. **Contract award for job no. 19/031IA-3 for CASE for Kids Consultants and Trainers to the proposers offering the best value to HCDE and meeting the specifications outlined in the proposal:** Emma Oliver, Project GRAD Houston, and Projects-Matter for the period of 02/26/2020 through 02/25/2021 with an option to renew annually up to four additional years (subject to annual appropriations of funding).
  
  3. **Contract award for job no. 20/020IA School Safety Auditors for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the RFP:** IndataTech (Instant Data Technologies, Inc.) for the period of 02/26/2020 through 02/25/2021, with an option to renew annually for up to (4) additional years, subject to annual appropriations of funding.
  
  4. **Contract award for job no. 20/022YR Contracted Services for Information Technology to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP:** Avanade, Inc.; Catapult Systems, LLC; Coolsoft, LLC; David McGeary; Elegant Enterprise -Wide Solutions, Inc.; Quasar Data Center; Sierra Digital, Inc.; and Worldgate, LLC for the period of 02/26/2020 through 02/25/2025, subject to annual appropriations of funding.
- E. 1. **Contract award for job no. 20/001KD for Appliances and Related Items with the following vendor:** Preferred Foodservice Design/Supply, Inc. (#20/001KD-01) for the period 04/01/2020 through 03/31/2021.
- Motion made by Richard Cantu, seconded by Eric Dick to approve Contract award for job no. 20/001KD for Appliances and Related Items with the following vendor: Preferred Foodservice Design/Supply, Inc. (#20/001KD-01) for the period 04/01/2020 through 03/31/2021.*
- Motion passes with 5-0 voting to approve.*
- E. 13. **Contract award for job no. 20/024MR Charter Bus Rentals, Alternate Transportation Services and Car Rental with the following vendors:** GBI, Inc. dba AFC Transportation (#20/024MR-01); HopSkipDrive, Inc. (#20/024MR-02), and Zum Services, Inc. (#20/024MR-03) for the period 02/26/2020 through 02/25/2021.
- Motion made by Richard Cantu, seconded by Andrea Duhon to approve Contract award for job no. 20/024MR Charter Bus Rentals, Alternate Transportation Services and Car Rental with the following vendors: GBI, Inc. dba AFC Transportation (#20/024MR-01); HopSkipDrive, Inc. (#20/024MR-*



02), and Zum Services, Inc. (#20/024MR-03) for the period 02/26/2020 through 02/25/2021.

*Motion passes with 5-0 voting to approve.*

- F. 2. **Contract award for job no. 20/019KJ Business and Facilities Consulting Services for Harris County Department of Education with: Indatatech (Instant Data Technologies, Inc.), McConnell & Jones, LLP, Meveau, SOA Fin1st, The Process Manager, and Weber Services for the period of 02/26/2020 through 02/25/2021 with an option to renew annually up to four (4) additional years.**

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve Contract award for job no. 20/019KJ Business and Facilities Consulting Services for Harris County Department of Education with: Indatatech (Instant Data Technologies, Inc.), McConnell & Jones, LLP, Meveau, SOA Fin1st, The Process Manager, and Weber Services for the period of 02/26/2020 through 02/25/2021 with an option to renew annually up to four (4) additional years.*

*Motion passes with 5-0 voting to approve.*

7. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider approval of contract award for job no. 200012698 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2020 through 06/30/2021 :**

Network Switches & All Related Components:

- CDW-Government (One year contract)

UPS/Battery Backups & All Related Components:

- CDW-Government (One year contract)

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve contract award for job no. 200012698 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE*

*and meeting the specifications outlined in the proposal for the period of 07/01/2020 through 06/30/2021 :*

*Network Switches & All Related Components:*

- *CDW-Government (One year contract)*

*UPS/Battery Backups & All Related Components:*

- *CDW-Government (One year contract)*

*Motion passes with 5-0 voting to approve.*

- B. Consider approval of contract award for job no. 200003744 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2020 through 06/30/2023:**

*Leased Lit Fiber- Internet Services*

- *PS Lightwave (3 year contract)*

*Leased Lit Fiber-WAN*

- *PS Lighwave (3 year contract)*

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve contract award for job no. 200003744 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2020 through 06/30/2023:*

*Leased Lit Fiber- Internet Services*

- *PS Lightwave (3 year contract)*

*Leased Lit Fiber-WAN*

- *PS Lighwave (3 year contract)*

*Motion passes with 5-0 voting to approve.*

- C. **Consider approval of Interlocal Agreement (revenue) between The Center for Safe and Secure Schools and Aldine Independent School District** for Safety and Security Audits in the amount of \$105,074.00.

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve an Interlocal Agreement (revenue) between The Center for Safe and Secure Schools and Aldine Independent School District for Safety and Security Audits in the amount of \$105,074.00.*

*Motion passes with 5-0 voting to approve.*

- D. **Consider approval of Board Resolution authorizing a grant application to the Office of the Governor, Criminal Justice Division, on behalf of the Center for Safe and Secure Schools** to implement the Rolling with Restorative program in Aldine ISD. The program will expand restorative practices to 10 elementary schools to help reduce disciplinary referrals and promote school safety. The maximum grant amount is \$125,000.

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve a Board Resolution authorizing a grant application to the Office of the Governor, Criminal Justice Division, on behalf of the Center for Safe and Secure Schools to implement the Rolling with Restorative program in Aldine ISD. The program will expand restorative practices to 10 elementary schools to help reduce disciplinary referrals and promote school safety. The maximum grant amount is \$125,000.*

*Motion passes with 5-0 voting to approve.*

- E. **Consider approval of Services Agreement (expenditure) contract between The Center for Safe & Secure Schools and Instant Data Technologies (RFP# 16/048YR)** for Safety Audits for the period of 03/01/2020 through 06/30/2020 in the amount not to exceed \$72,198.

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve a Services Agreement (expenditure) contract between The Center for Safe & Secure Schools and Instant Data Technologies (RFP# 16/048YR) for Safety Audits for the period of 03/01/2020 through 06/30/2020 in the amount not to exceed \$72,198.*

*Motion passes with 5-0 voting to approve.*

- F. **Consider approval of 1.0 full-time equivalent (FTE) Contract Manager position for the Choice Partners Division.**

*Motion made by Andrea Duhon, seconded by Richard Cantu to approve 1.0 full-time equivalent (FTE) Contract Manager position for the Choice Partners Division.*

*Motion passes with 5-0 voting to approve.*

- G. **Consider approval for the purchase of sensory room items for ABS West with Educator's Depot (job no. 19/033MJ-08) in the total amount of \$116,918.44.**

*Administration requested to remove this item from the agenda; no action taken.*

- H. **Consider approval of a resolution authorizing the TexasFit Pool investment pool and approval to open an investment account with TexasFit Pools.**

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve a resolution authorizing the TexasFit Pool investment pool and approval to open an investment account with TexasFit Pools.*

*Motion passes with 5-0 voting to approve.*

- I. **Consider approval of Job Order Contract to furnish and install A/C units at North Post Oak building with Facilities Sources (job no. 16/054JN-04) in the total amount of \$196,082.02.**

*Administration requested to remove this item from the agenda; no action taken.*

- J. **Consider approval of Job Order Contract for the Turnkey Playground Installation at ABS West with ERC (Environmental & Construction Services, Inc.) (job no. 15/041JN-06) in the total amount of \$532,500.**

*Motion made by Amy Hinojosa, seconded by Andrea Duhon to approve a Job Order Contract for the Turnkey Playground Installation at ABS West with ERC (Environmental & Construction Services, Inc.) (job no. 15/041JN-06) in the total amount of \$532,500.*

*Motion passes with 4-0-1 voting to approve, with Don Sumners abstaining.*

- K. **Consider approval of Job Order Contract for the installation of Highpoint East gym floor with EMA Sport Solutions** (job no. 18/067MR-04) in the total amount of \$173,770.

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve a Job Order Contract for the installation of Highpoint East gym floor with EMA Sport Solutions (job no. 18/067MR-04) in the total amount of \$173,770.*

*Motion passes with 5-0 voting to approve.*

- L. **Consider approval to amend CH Local FY 20 expenditure approval list** to add Marriott Houston Westchase in the expenditure amount of \$88,000.

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve to amend CH Local FY 20 expenditure approval list to add Marriott Houston Westchase in the expenditure amount of \$88,000.*

*Motion passes with 5-0 voting to approve.*

- M. **Consider approval of the HCDE Head Start/Early Head Start Student Selection Criteria 2020-2021.**

*Motion made by Richard Cantu, seconded by Andrea Duhon to approve the HCDE Head Start/Early Head Start Student Selection Criteria 2020-2021.*

*Motion passes with 5-0 voting to approve.*

- N. **Consider approval to issue a Request for Proposals for governmental relations services, including lobbying services,** in accordance with Board Policy CH (Local).

*Motion made by Richard Cantu, seconded by Amy Hinojosa to approve to issue a Request for Proposals for governmental relations services, including lobbying services, in accordance with Board Policy CH (Local).*

*Motion passes with 5-0 voting to approve.*

*The board entered into Closed Session at 2:21 p.m. Danny Norris arrived at 2:24 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; 551.076.
  - A. **Facilities Safety Report**
  - B. **Employment:**  
A-10 Assistant Superintendent, Education and Enrichment  
P-1 School Nurse, Academic and Behavior School East  
Teacher, Academic and Behavior School East
  - C. Deliberate Superintendent's recommendations to propose suspension without pay, pending discharge, of a probationary contract employee for good cause as determined by the Board and to terminate a probationary contract employee at the end of the contract period in the best interest of the Department; obtain legal advice regarding same.
  - D. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.

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

9. **RECONVENE** for possible action on items discussed in executive session
  - A. **Employment:**  
A-10 Assistant Superintendent, Education and Enrichment  
P-1 School Nurse, Academic and Behavior School East  
Teacher, Academic and Behavior School East  
  
*Motion made by Danny Norris, seconded by Richard Cantu to approve employment for A-10 Assistant Superintendent, Education and Enrichment; P-1 School Nurse, Academic and Behavior School East; ad Teacher, Academic and Behavior School East*  
  
*Motion passes with 6-0 voting to approve.*
  - B. Consider proposing suspension without pay, pending discharge, of a probationary contract employee for good cause as determined by the Board.  
  
*Motion made by Danny Norris, seconded by Richard Cantu to propose suspending without pay, pending discharge probationary contract employee*

*Allan Lovett for good cause as determined by the Board and delegate authority to the Superintendent or designee to take all action regarding the proposed suspension without pay as discussed in executive session.*

*Motion passes with 6-0 voting to propose suspension without pay, pending discharge, probationary contract employee Allan Lovett for good cause as determined by the Board and to delegate authority to the Superintendent or designee to take all action regarding the proposed suspension without pay as discussed in executive session.*

- C. Consider terminating probationary contract of employee at the end of the contract period in the best interest of the Department.

*Motion made by Danny Norris, seconded by Richard Cantu to terminate the probationary contract of Allan Lovett at the end of the contract period in the best interests of the Department and to delegate authority to the Superintendent or designee to notify the employee of this action in accordance with applicable law and policy.*

*Motion passes with 6-0 voting to terminate the probationary contract of Allan Lovett at the end of the contract period in the best interests of the Department and to delegate authority to the Superintendent or designee to notify the employee of this action in accordance with applicable law and policy.*

10. **INFORMATION ITEMS**

A. **Human Resources Information Items**

B. **Employee Count**

C. **Revenue contracts less than \$50,000 (Cumulative total \$45,197)**

- Between Schools Division and Brenham ISD, Amendment to Annual student contract(s), \$23,853 (increase).
- Between Teaching Learning Center and Pasadena ISD - Professional training on literacy strategies, \$850.
- Between Teaching Learning Center and Varnett Public School NE - Math & ELAR Professional Learning, \$7,200.
- Between Teaching Learning Center and Spring ISD - Writing Formative Assessment Training, \$6,000.
- Between Teaching Learning Center and Alief ISD - Diving into the Author's purpose and craft, \$1,250.

- Between Teaching Learning Center and Goose Creek CISD - Math TEKS & Strategies, \$2,400.
- Between Teaching Learning Center and Goose Creek CISD - Professional Development Training STAAR, \$1,250.
- Between School-Based Therapy Services and Conroe ISD - amendment to increase amount, \$2,394.

**D. Non-monetary contracts for FY 2020**

- Between Schools Division and Galleria Residence and Rehabilitation - MOU
- Between CASE and Harris County Commission Precinct One - Afterschool Strategic Investment MOU
- Between School-Based Therapy Services and The University of Texas Health Science Center at San Antonio -Administration of the clinical education experience
- Between School-Based Therapy Services and Ohio State University - Administration of the clinical education experience

**E. Expenditure Interlocal contracts less than \$50,000**

- Between CASE and Alief ISD, CASE Debate, \$12,000.

**F. Notice of the CASE for Kids Partnership Project Request for Proposals for Fiscal Year 2019-2020.** Each spring CASE for Kids administers a request for proposal process to select our Partnership Project campuses for the upcoming fiscal year. Successful applicants will demonstrate the ability to provide a comprehensive program and utilize funds as a supplemental resource to target students in need of academic assistance.

**G. Memorandum of Understanding Contracts (non-monetary) for the CASE for Kids Afterschool Strategic Investment (ASI) program:** CASE for Kids certifies afterschool investments of public funds collaborators as part of our Houston-Galveston Area Council contract.

**H. To inform the Board about a revised date in the Budget Calendar (FY 2020-2021).**



- I. **HCDE Head Start USDA Meal Totals for the months of November and December, 2019**; this information was derived from the free standing campuses, 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.
- J. **HCDE Head Start Performance Reports for the months of November and December 2019**
- 11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, April 15, 2020, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

*Motion made by Danny Norris, seconded by Richard Cantu to adjourn the meeting.*

*Motion passes with 6-0 voting to adjourn.*

*The meeting adjourned at 3:53 p.m.*

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Board President

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Board Secretary