

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF
HARRIS COUNTY DEPARTMENT OF EDUCATION**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the **16th day of January 2019 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas. Such a meeting is a **REGULAR BOARD MEETING**.

The subjects to be discussed or considered or upon which any formal action might be taken are on the Agenda following.

Additionally, from time to time an issue will be raised concerning an item on our agenda that had not been anticipated. The issue, while within the scope of the agenda topic, may be one that is required or authorized by law to be considered in executive session rather than in public session. In order for the Board to consider such issue in executive session, rather than postpone consideration of it until the next board meeting, the Board lists below most if not all be all of the sections of the Open Meetings Act that address the purposes for which the Board may lawfully meet in executive/closed session. The Board's purpose is not to meet in executive session to consider matters not on the agenda for the meeting. Instead, its purpose is to efficiently and timely conduct its business in accordance with the law.

Therefore, if, during the course of the meeting on agenda items covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and purposes authorized by Sections 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects matters authorized by law.*
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.*
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.*
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.*
- Section 551.076 To consider the deployment, or specific occasions for implementation of security personnel or devices.*
- Section 551.082 For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.*
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.*
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.*

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either: a) the open meeting covered by this notice upon the reconvening of this public meeting, or b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

James Colbert, Jr., County School Superintendent



**The Board of Trustees
January 16, 2019
Agenda of Regular Meeting**

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held January 16, 2019, beginning at 1:00 p.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Invocation** - Jessica Bermea, Center for Grants Development
2. **Pledge of Allegiance to the US flag** - Sharvon Pipkins, Center for Grants Development
3. **Pledge of Allegiance to the Texas flag** - Sharvon Pipkins, Center for Grants Development
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.
5. **Reports and presentations:**
 - A. **Superintendent Monthly Report** - James Colbert, Jr.
 - B. **Annual Update from Center for Grants Development** - Gayla Rawlinson Maynard, Director
 - C. **Annual Update from Research and Evaluation Institute** - Darlene Breaux, Director
 - D. **Report of the Board Feasibility Subcommittee** - Don Sumners
 - E. **Other reports from Board members** concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person.
 - F. **Monthly Financial Reports through 12/31/2018** - Jesus Amezcua, Assistant Superintendent for Business Services
 - G. **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 2019 - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. December 2018 Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for December 2018.

B. Consider approval of the following Board Meeting Minutes:

1. 12-19-2018 Regular Board Meeting Minutes

C. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Contract renewal option for job no. 15/005JN for Janitorial Cleaning Services with the following vendors:** Ambassador Services, LLC (#15/005JN-02); GMW Quality Cleaning Solutions dba Hospitality Cleaning Solutions, LLC (#15/005JN-03), and Soji Services, Inc. dba Metroclean (#15/005JN-04) for the period 02/24/2019 through 02/23/2020.
2. **Contract renewal option for job no. 15/006MP for Technology Products & Services with the following vendors:** Barnes & Noble Booksellers, Inc. (#15/006MP-01); Houston Information Team, LLC (#15/006MP-07); Phonoscope, Inc. dba Phonoscope Enterprise Group (#15/006MP-15), and True North Consulting Group, LLC (#15/006MP-25) for the period 02/24/2019 through 02/23/2020.
3. **Contract renewal option for job no. 16/021KC for Early Childhood Supplies and Related Items with the following vendors:** Express Booksellers, LLC dba Express Booksellers (#16/021KC-05); Kaplan Early Learning Company (#16/021KC-06), and National Educational Systems, Inc. (#16/021KC-09) for the period 02/23/2019 through 02/22/2020.
4. **Contract renewal option for job no. 17/019JN for Moving, Storage and Related Items with the following vendors:** A-Rocket Moving & Delivery, Inc. dba A-Rocket Moving & Storage, Inc. (#17/019JN-01), and Roadrunner, Ltd dba Roadrunner Moving & Storage (#17/019JN-02) for the period 02/28/2019 through 02/27/2020.
5. **Contract renewal option for job no. 17/020CG for JOC-CSP for IDIQ On-Call Trades with the following vendors:** Aggieland Construction, Ltd (#17/020CG-01); ASA Builders, Inc. (#17/020CG-02); RMB Management, LLC dba Corestone Construction Services (#17/020CG-03); Evolve Holdings, Inc. (#17/020CG-04); ERC Environmental & Construction Services, Inc. (#17/020CG-05); Dura Pier Facilities Services, Ltd dba Facilities Sources (#17/020CG-06); Horizon International Group, LLC (#17/020CG-08); Maintenance Solutions, Inc. (#17/020CG-10); Mart, Inc. (#17/020CG-11); Millennium Project Solutions, Inc. (#17/020CG-12); Nash Industries, Inc. (#17/020CG-14), Tandus Centiva US, LLC (#17/020CG-15), and BR Kym, Inc. dba Worth Hydrochem of Houston (#17/020CG-16) for the period 02/28/2019 through 02/27/2020.

6. **Contract renewal option for job no. 17/021KC for Academic Programs for QZAB Projects with the following vendors:** Action Potential Learning, LLC (#17/021KC-01); Cengage Learning, Inc. (#17/021KC-03); Education Galaxy, LLC (#17/021KC-04); KAMICO Instructional Media, Inc. (#17/021KC-06); McGraw-Hill Education, Inc. dba McGraw-Hill School Education, LLC (#17/021KC-07); The W. Oscar Neuhaus Memorial Foundation dba Neuhaus Education Center (#17/021KC-08), and Sirius Education Solutions, LLC dba Sirius Education Solutions (#17/021KC-09) for the period 02/28/2019 through 02/27/2020.
 7. **Assignment of contract for job no. 18/056KD-51 for Technology Hardware, Software and Services.** Prologic Technology Systems, Inc. (contract no. 18/056KD-51) to Frontline Technologies Group, LLC. The effective date of the Consent for assignment is January 16, 2019.
 8. **Assignment of contract for job no. 15/041JN-11 for IDIQ Construction and Maintenance (Job Order Contracting)** from SETEX Construction Corporation to SETEX Facilities & Maintenance, LLC (contract no. 15/041JN-11). The effective date of the Consent for assignment is January 16, 2019.
 9. **HCDE Interlocal Agreements with:** Gulf Coast Authority, Houston, Texas; New Boston ISD, New Boston, Texas; Newton Independent School District, Newton, Texas; Matagorda County, Bay City, Texas; Frankston ISD, Frankston, Texas; City of Corinth, Corinth, Texas; Bulverde Area Rural Library District, Bulverde, Texas; Odem-Edroy ISD, Odem, Texas; Waller County, Hempstead, Texas, and City of Simonton, Simonton, Texas.
 10. **Contract renewal option for job no. 16/002CG for Indoor Outdoor LED Lighting with the following vendors:** Consolidated Electrical Distributors, Inc. (#16/002CG-04); Eco Induction Systems, LLC dba EIS Lighting (#16/002CG-06); Summit Electric Supply Company, Inc. (#16/002CG-10); Unified Sunergy Systems, LLC (#16/002CG-12), and Xtralight Manufacturing, Ltd dba Utility Metering Solutions (#16/002CG-13) for the period 02/23/2019 through 02/22/2020.
- D. Consider approval of the following items for Internal Purchasing:
1. **Contract renewal option for job no. 17/015KJ for Architectural Design Services with the following vendors:** Swart Architects, Inc.(FY 17-18 expenditures \$57,150), Corgan (FY 17-18 expenditures ZERO) , and Cre8 Architects (FY 17-18 expenditures \$2,235.) for the period of 01/19/2019 through 01/18/2020.
 2. **Contract renewal option for job no. 17/003YR for Food and Delivery Services for Harris County Department of Education Head Start with the following vendor:** Valley Services, Inc. (FY 17-18 expenditures \$61.493) for the period of 02/28/2019 through 02/27/2020.
 3. **Contract award for job no. 19/010YR Contracted Services for Adult Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal:** edOpp Solutions, LLC and Dean's Staffing Solutions, Inc. for the period of 01/16/2019 through 01/15/2024 (subject to annual appropriations of funding).
 4. **Consider approval to increase the allowable maximum contract amounts under CH Local FY 2018**
 Quality Security Systems (original \$180,000 actual to date \$61,000) requesting new total of \$241,000
 Zieben Foundation (original \$60,000 actual to date \$30,000), requesting new total of \$90,000

7. **ACTION ITEMS - NON-CONSENSUS**
- A. **Consider approval of FY 2018-2019 Investment Resolution** for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers in accordance with the Public Funds Investment Act.
 - B. **Consider acceptance of the 2017-2018 Annual Financial Audit**, the fund balance categories and amounts as presented in the report and in the attached resolution for committed fund balance. The audit was conducted by Whitley Penn LLP.
 - C. **Consider approval of Interlocal Agreement with the Harris County Sheriff's Office for FY2018 and FY2019 for law enforcement services at the Academic and Behavior School East for two (2) deputies, Academic and Behavior School West for one (1) deputy, Highpoint School East for three (3) deputies, and Fortis Academy for one (1) deputy (\$69,165 per deputy) from 03/01/2019 through 02/28/2020 in an amount not to exceed \$484,155.**
 - D. **Consider approval of contract for the water intrusion prevention and site drainage, leak and metal wall repairs project at HCDE Highpoint East Campus** with Facilities Sources (RFP # 16/054JN-04). The total cost of the project is: \$61,946.12.
 - E. **Consider approval of contract for installation of new data cables project at the new Baytown Head Start with Facilities Sources (RFP # 16/054JN-04)** . This project will be funded with federal funds and the total costs is \$69,992.67.
 - F. **Consider approval of the renewal agreement for security services with Executive Threat Solutions, LLC (RFP # 16/060CG-01)**, for the period of 01/17/2019-04/30/2019. The security services are for the Harris County Department of Education 6300 Irvington and 6005 Westview locations. The total cost of this contract is \$130,560.
 - G. **Consideration and possible vote on the removal and appointment of HCDE Public Facilities Corporation's Directors** (agenda item requested by Trustees Moore, Sumners, Wolfe).
 - H. **Consideration and possible vote on the election of HCDE's Board President and Vice President**(agenda item requested by Trustees Moore, Sumners, Wolfe).
 - I. **Consideration and possible vote on establishing (setting) specific goals for Superintendent Colbert for Calendar year 2019 and/or the first six months of 2019** (agenda item requested by Trustees Moore, Sumners, Wolfe).
 - J. **Consideration and possible vote to cancel HCDE's contract or contracts with Hillco Partners** (agenda item requested by Trustees Moore, Sumners, Wolfe).
 - K. **(Tabled from December 19, 2018 Board Meeting) Contract award for job no. 18/059KJ - Board Legal Services for HCDE Board of Trustees to the proposers offering the best value to HCDE**and meeting the specifications outlined in the proposal: Proposed vendor to be determined by the Board of Trustees (subject to annual appropriations of funding).
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 and Behavior School East
 - B. **Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.**
9. **RECONVENE** for possible action on items discussed in executive session
- A. **Employment:**
Teacher, Academic and Behavior School East
10. **INFORMATION ITEMS**
- A. **Human Resources Information Items**
 - B. **December 2018 Employee Count**
 - C. **Submission of grant proposal to Dudley T. Dougherty Foundation in the amount of \$7,200 to support Teaching and Learning Center-Science's Weather Applications to Teach Environmental Resilience (WATER) project.** Project focuses on Geographic Information Systems and plans to serve 100 students.
 - D. **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 through five collaborators as part of our Houston Galveston Area Council contract.
11. **ADJOURN** - Next regular meeting is scheduled for Wednesday, February 27, 2019, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.

A handwritten signature in blue ink, reading "James Colbert, Jr.", with a stylized flourish at the end.

James Colbert, Jr.
County School Superintendent