

September 23, 2019 – The Harris County Department of Education Board of Trustees is inviting qualified applicants who would like to serve as an HCDE trustee to submit application packets by 12 p.m. (noon) on Monday, October 14, 2019.

HCDE Trustee Dr. George Moore submitted his resignation on May 15, 2019; Dr. Moore holds HCDE Trustee Position 1, Precinct 2. In accordance with former Texas Education Code § 17.04, the individual appointed to fill Dr. Moore’s position shall serve the unexpired portion of the Position 1 term that runs until November 2022, when elections will be held. If the appointed individual chooses to run for election, he/she may do so and if he/she wins, he/she would serve a full six-year term. If the appointed individual chooses not to run for election in 2022, he/she would serve until January 2023, when the elected trustee for Position 1 will assume office.

Qualified individuals who are interested in being appointed to the vacant position on the HCDE Board of Trustees shall apply by submitting the following items:

- a 1-page letter of interest, containing the individual’s name, address of residence within Harris County, contact information (including an e-mail address and telephone number), statement regarding reasons for interest in the vacant position, and qualifications;
- résumé; and
- notarized affidavit affirming the individual’s eligibility qualifications, on the below form.

Application packets may be submitted by mail, hand delivery, or by e-mail. Application packets submitted by mail or hand delivery must be addressed to the Board President at the HCDE Administration Building, 6300 Irvington Boulevard, Houston, Texas 77022 and marked “Trustee Vacancy.” Application packets must be received no later than 12 p.m. noon on Monday, October 14, 2019. Application packets that are submitted by e-mail should be sent to Melissa Godbout, executive assistant to the Board, at mlgodbout@hcde-texas.org. Applicants who submit application packets via e-mail should receive confirmation of receipt within two business days after submittal; in the event an applicant does not receive a confirmation e-mail by then, the applicant should contact Mrs. Godbout at 713.696.8246.

No formal interviews will be conducted; however, an applicant and HCDE Trustee may meet informally, in the applicant’s discretion, provided a quorum or more of Board members does not meet with the same candidate, either together or separately. It is the Board’s intent to avoid any real or apparent violation of the Texas Open Meetings Act, including its walking quorum prohibition.

Any action taken by the HCDE Board of Trustees to fill the vacant position will occur at a regularly scheduled meeting of the Board.

To be eligible to be appointed to the HCDE Board of Trustees Position 1 seat, a person must possess the following qualifications:

- (1) be a qualified voter of Harris County, Texas;
- (2) have resided in Precinct 2 for at least six months immediately preceding the date an application is filed with the HCDE Board of Trustees to be considered by the Board to fill a vacancy for Position 1, Precinct 2, and if appointed to the HCDE Board of Trustees, shall continue to reside in Precinct 2 throughout the appointed term;
- (3) possess good moral character;
- (4) be able to read and speak the English language;
- (5) be a person of good education and in sympathy with the public free schools;
- (6) not be connected with the public schools of any district, either as an official or as an employee;
- (7) be 18 years of age or older on the first day of the person's appointment to the Board;
- (8) have not been determined by a final judgment of a court exercising probate jurisdiction to be (A) totally mentally incapacitated or (B) partially mentally incapacitated without the right to vote;
- (9) have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities; and
- (10) have resided continuously in the state of Texas for 12 months and in Harris County for six months immediately preceding the date the person files an application with the Board to be considered by the Board to fill the vacancy.

AFFIDAVIT

STATE OF TEXAS

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COUNTY OF HARRIS

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Before me, the undersigned notary, on this day personally appeared _____, a person whose identity is known to me. After I administered an oath to him/her, upon his/her oath he/she said:

1. "My name is _____. I am 18 years of age or older. I have never been convicted of a felony or a crime of moral turpitude. I am of sound mind and capable of making this affidavit. I have personal knowledge of the facts stated in this affidavit, and they are true and correct.
2. I am a qualified voter of Harris County, Texas.
3. I have resided in Precinct 2 for at least six months immediately preceding the date I file an application with the HCDE Board of Trustees to be considered by the Board to fill a vacancy for Position 1, Precinct 2, and if I am appointed to the HCDE Board of Trustees, I understand and agree to abide by the requirement that I continue to reside in Precinct 2 throughout the appointed term.
4. I possess good moral character.
5. I am able to read and speak the English language.
6. I am a person of good education and in sympathy with the public free schools.
7. I am not connected with the public schools of any district, either as an official or as an employee.
8. I have not been determined by a final judgment of a court exercising probate jurisdiction to be (A) totally mentally incapacitated or (B) partially mentally incapacitated without the right to vote.
9. I have not been finally convicted of a felony from which I have not been pardoned or otherwise released from the resulting disabilities.
10. I have resided continuously in the state of Texas for 12 months and in Harris County for six months immediately preceding the date I have or will file an application with the HCDE Board of Trustees to be considered by the Board to fill a vacancy on the Board.

On this ___ day of _____, 20___, I have carefully read this statement, and I declare under penalty of perjury that the foregoing is true and correct."

Dated: _____, 20___ By: _____

Printed Name: _____

Subscribed and sworn to before
me this ___ day of _____, 20___

Notary Public

My Commission expires: