



HCDE

HARRIS COUNTY DEPARTMENT OF EDUCATION

The Board of Trustees

April 18, 2017

Agenda of Regular Meeting

1265145
04/13/2017 PERSONAL
\$9.00 MPR - NOTICE MTG

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held April 18, 2017, beginning at 9:00 AM 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** - Adriana Cruz, Head Start
2. **Pledge of Allegiance to the US flag** - Anthony Washington, Records Management
3. **Pledge of Allegiance to the Texas flag** - Anthony Washington, Records Management
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. **Harris County Department of Education was awarded a Certification of Distinction for its Investment Policy from the "Government Treasurers' Organization of Texas"** for developing an investment policy that meets the criteria set forth in the GTOT Investment Policy Review Checklist. The certificate is valid until February 28, 2019.
 - B. **Annual update on HCDE Head Start** - Venetia Peacock, Senior Director
 - C. **Annual update on the HCDE Records Management Division** - Curtis Davis, 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 03/31/2017** - Jesus Amezcua, Assistant Superintendent for Business Services 12

6. **ACTION ITEMS - CONSENSUS**

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

- 1. Monthly Disbursement Report 91
- 2. Monthly Budget Amendment Report 157
- 3. Monthly Investment Report for March 2017 174

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

- 1. 03/28/2017 Special Board Meeting 194
- 2. 03/28/2017 Development Committee Meeting 196
- 3. 02/28/2017 Board Meeting 197

C. **Consider submission of a 3-year grant request totaling \$657,150 via Education Foundation of Harris County to Houston Endowment to support Center for Afterschool, Summer and Enrichment (CASE) for Kids.** The project's goal is toward the expansion of out-of school time investment, equitable resource distribution and collaboration through quality support systems to improve practice and serve youth through afterschool programming. 215

D. **Consider approval of submission of a \$125,000 grant request to the Office of the Governor, Criminal Justice Division to support The Center for Safe and Secure Schools' project, Rethinking Interventions for Student Expectation: Uplifting Pupils (RISE UP).** 217

E. **Consider ratification/approval of the following Interlocal Contracts:**

- 1. **Academic and Behavior School West (revenue contract) for FY 2017 in the aggregate amount of \$10,500 with Stafford MSD** for one (1) individual student monthly contract in the amount of \$10,500; (in-county: \$3,000 a month per student). 219
- 2. **Approval of an Interlocal (revenue) contract with The University of Texas at Austin for HCDE's Teaching and Learning Center** to construct and deliver ten sessions of professional development for Harris County and surrounding area school districts and charter schools for the period of 05/01/2017 through 08/31/2017 in the amount of \$35,000 that will be divided equally between both parties. 222
- 3. **School Based Therapy Services (revenue contract) for FY 2017 in the aggregate amount of \$7,650 with the following entities:** Conroe ISD (new contract) in the amount of \$1,050 and Fort Bend ISD (56 Students Served in FY 2016) in the amount of \$6,600. 225
- 4. **School Based Therapy Services (revenue contract amendment) for FY 2017 in the amount of \$48,575 (\$112.50 decrease) with Dayton ISD (17 Students Served in FY 2016).** 228
- 5. **Interlocal (revenue contract) with New Caney Independent School District for the HCDE Teaching and Learning Center** to provide Math services for the period of 05/01/2017 through 08/31/2017 in the amount of \$8,000. 230

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

1. **HCDE Governmental Services with: Alief ISD, Houston, Texas; Celeste ISD, Celeste, Texas; 233**
Duncanville city of, Duncanville, Texas; Hays County, San Marcos, Texas; Missouri City,
Missouri City, Texas; Pilot Point ISD, Pilot Point, Texas and Whitesboro ISD, Whitesboro, Texas
2. **Contract renewal option for job no. 13/012PB for IDIQ Commercial HVAC Manufacturing, 257**
Fabrication, Maintenance, Building Automation System, Service and All Other Related
Services with the following vendors: Custom Air Products & Services, Inc; ERC
Environmental & Construction Services, Inc. d/b/a ERC; Emtor Gowan, Inc d/b/a Gowan, Inc.;
Heat Transfer Solutions d/b/a HTS Texas; Climatec, LLC and The Brandt Companies, LLC for
the period 05/21/2017 through 05/20/2018.
3. **Contract renewal option for job no. 14/015CG for IDIQ Athletic (Indoor/Outdoor) Surfaces 264**
with the following vendors: Adventure Playground Systems, Inc. and Playgrounds Today,
Inc. d/b/a PTI Sports & Recreation Construction for the period 05/20/2017 through 05/19/2018.
4. **Contract renewal option for job no. 15/025JN for Modular Buildings and Other IDIQ 267**
Related Services with the following vendors:Aries Building Systems, LLC; Industrial
Laminates Corporation d/b/a ILCOR Builders; McGrath Rent Corp and Subsidiaries d/b/a
Mobile Modular Management Corporation and Palomar Modular Buildings LLC for the period
05/19/2017 through 05/18/2018.
5. **Contract renewal option for job no. 15/030JN for Exterior Building Cleaning and Related 272**
Services with the following vendors: Ameri-clean; Hardy & Hardy, Inc. and Mid-Continental
Restoration Company, Inc. for the period 05/19/2017 through 05/18/2018.
6. **Contract award for job no. 17/018CG for IDIQ Services to Furnish and Install Athletic 276**
Surfaces and Related Items to the proposers offering the best value to HCDE/Choice
Partners Cooperative: Dynamic Sports Construction, Inc.; Fisher Tracks, Inc. and
Playgrounds Today, Inc. d/b/a PTI Sports and Recreation Construction for the period
04/18/2017 through 04/17/2019.
7. **Contract award for job no. 17/028KC for Event Rentals and Related Goods & Services to 289**
the proposers offering the best value to HCDE/Choice Partners Cooperative:Sky High
Party Rentals and Southern Sound System, Inc. d/b/a Southern Sound & Lighting for the period
04/18/2017 through 04/17/2018.
8. **Assignment of contract for job no. 17/008KH-01 for Food Service Supplies and Related 299**
Items: from Calico Industries, Inc. to Calico Industrial Supply, LLC, effective upon Board
approval. Calico Industrial Supply, LLC has acquired Calico Industries, Inc from the previous
owner effective 02/07/2017.

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

1. **Renewal options for job no. 15/063YR-4 for CASE After School and Summer Direct 303**
Service Providers with the following vendors: Puppet Pizzazz; Girlstart; Dance &
Gymnastics, USA; Cam Fire Art Workshops; Abelitoart Appreciation; Gateway Community
Church Houston; and Brazilian Arts Foundation for the period of 05/02/2017 through 05/01/2018.
2. **Renewal option for job no. 16/028LB for Document Shredding Services for HCDE with 311**
the following vendor: Data Shredding Services of Texas for the period of 5/02/2017 through
5/01/2018.

- H. **Renewal option for job no. 16/014YR for Early Head Start Child Care Partnerships with the following vendor: Deskot, LLC dba Kool Kids Daycare for the period of 05/02/2017 through 05/01/2018.** 313
- I. **Consider approval of the updated FY 2017 Investment Broker/Dealer List.** 315
7. **ACTION ITEMS - NON-CONSENSUS**
- A. **Consider approval of the 2017-2018 HCDE Work/Holiday Calendar.** 329
- B. **Consider approval of submission of a carryover funds request to the Department of Health and Human Services to carry forward \$1,395,243 of unobligated funds for Early Head Start Expansion and EHS-Child Care Partnerships. The previous grant ended on August 31, 2016. This request is to extend through August 31, 2017 once the grant is authorized by Health and Human Services.** 331
- C. **Remove from the table and consider the formal termination of the consulting contract of U.S. Capital Advisors and the bond counsel contract of Herrington & Sutcliffe, LLP (item submitted by Don Sumners, George Moore and Mike Wolfe).** 332
- D. **Consider approval of the Development Plan for HCDE's Recovery High School, including the budget, and consider authorizing the superintendent to implement the Recovery High School project, including making budgeted purchases.** 343
- E. **Consider approval of Budget Amendment #1617-4-5 General Fund (1997) in the amount of \$950,000.** 345
- F. **Consider selection of architect for the HCDE Recovery High School project, based on demonstrated competence and qualifications, pursuant to RFQ #17/015KJ, and authorize the Superintendent or his designee to negotiate and execute a contract for the project for a fair and reasonable price. The recommended architect for this project is Swart Architects.**
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:** 349
- Director, Client Development
- B. **Obtain legal advice regarding settlement agreement with Region 10 relating to TxVSN.**
- C. **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:**
- Director, Client Development
- B. **Consider approval of settlement agreement with Region 10 relating to TxVSN.**
10. **Conduct consolidated grievance hearing in accordance with Policy DGBA regarding complaints filed by Special Schools Division teacher; if complaint constitutes a complaint against an employee and employee against whom the complaint is brought requests that the hearing take place in open session in accordance with Policy DGBA, the Board will conduct the hearing in open session; otherwise, the hearing may be held in executive session.**
11. **INFORMATION ITEMS**
- A. **Human Resources Information Items** 351
- B. **Employee Count for March 2017** 352
- C. **Revenue contracts less than \$50,000 (aggregate amount reported for this period is \$600.00:)** 353
- Between Teaching Learning Center and Texas School Administrators Legal Digest - Host Legal Digest Back-to-School program for the period of 9/21/2017 - 9/21/2017 for a revenue amount of \$600.00
- D. **Non-monetary contract for FY 2017** 354
- Between Adult Education and Adaptive Construction Solution, Inc., for Integrated Educational beginning 2/15/2017.
- E. **Submission of a budget amendment to the Department of Health and Human Services to transfer \$5,990 from the Personnel line item to the Equipment line item to purchase a replacement refrigerator/freezer for Barrett Station Head Start.** 355
- F. **HCDE Area I Head Start USDA Meal Totals for the months of January and February 2017; 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.** 356
- G. **HCDE Area I Head Start Performance Report for the months of January and February 2017.** 359
- H. **Schools Division Enrollment Report for March 2017** 362
- I. **HCDE Donation/Sponsorship Report for February 2017** 364
- J. **HCDE Donation/Sponsorship Report for March 2017** 365
12. **ADJOURN** - Next regular meeting is scheduled for Tuesday, May 16, 2017, Board Room, 6300 Irving Blvd., Houston, Texas, 77022, at 9:00 a.m.

RECORDER'S MEMORANDUM:
 At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blockouts, additions and changes were present at the time the instrument was filed and recorded.

