



# Administrative Consultation Meeting

Tuesday, May 10, 2016

4:00 p.m.

2C12

## MINUTES

**Meeting began at: 4:00 p.m.**

**Present:** Gloria Cavazos, Chief Human Resources Officer (Facilitator); Ray Reiner, HASA; Christina Collins, Director-Elementary Schools Office 1; Wally de Covarrubia, General Manager-Human Capital Accountability; Erica Deakins, Director-Secondary Transformation Schools Office; Jeff McCanna, Officer-Human Resources; Annie Wolfe, Officer-Secondary Curriculum and Development

**Items Requiring Consultation:**

**RESPONSE**

<b>D.3</b>	<b>APPROVAL TO AMEND THE SERVICES SPECIFICATION FORM WITH SAS INSTITUTE, INC., FOR THE EVAAS SYSTEM</b> <b>WITHDRAWN 5/4/16</b>	<b>ACADEMIC SERVICES</b> Drew Houlihan
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**RESPONSE: N/A**

<b>D.4</b>	<b>APPROVAL TO RENEW PURCHASES OF ADOPTED INSTRUCTIONAL MATERIALS FOR SCHOOL YEAR 2016—2017</b>	<b>ACADEMIC SERVICES</b> Drew Houlihan Annie Wolfe
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**RESPONSE:**

Annie Wolfe of Secondary Curriculum discussed this item. She explained it is not a new adoption this year, it is to renew items that were on last year's adoption list that we have not committed for the full eight years yet. To continue online access to the English Language Arts (ELA) materials until the next adoption, it holds us over for a couple of years until it is ELA time. This board item is also to increase the number of workbooks in our middle school math classrooms as well as to extend the subscriptions to content libraries with novation and social studies school services. These are all items that were seen last year up for renewal except for the English Language Arts item.

Ray Reiner commented it is \$4½ million dollars, not knowing the curriculum, not knowing it's goals, not knowing if it is elementary, middle or high school, not knowing if you have principals on board, not knowing how many bids you took, etc. etc. My only comment is we are non-committal. The presentation was made, I am not accepting or rejecting it.

Gloria Cavazos stated we had teachers on the committee whenever this adoption was done.

Mr. Reiner said he hopes it is 100% the way it should be since it is for \$4½ million dollars. Mr. Reiner said he was glad to hear the presentation and glad HISD is comfortable we have a good curriculum.

Ms. Cavazos asked Ms. Wolfe if the instructional materials money come from the state.

Ms. Wolfe verified it does come from the state. The last amount was about \$30 million last year to cover for two years' worth of materials in the district. If you subscribe to the full eight years of the adoption, it is pricier. There were a few items from last year's adoption that we wanted to give a year in our schools to make sure they were making the impact they needed to before we entered into a full eight years. That is why the number is a little higher, because the social studies school services that is keeping us through the remainder of the seven years of the adoption period. By pricing it that way we saved \$1 million dollars.

No other questions were brought forward.

<b>G.1</b>	<b>APPROVAL OF THE PROPOSED 2016—2017 LOCAL CALENDAR FOR THE TEACHER APPRAISAL AND DEVELOPMENT SYSTEM</b>	<b>HUMAN RESOURCES</b> Gloria Cavazos Jeff McCanna
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**RESPONSE:**

Ms. Cavazos stated this calendar does not have anything different that it has in the past other than some dates were changed.

Mr. Reiner asked if there was any principal input.

Jeff McCanna stated yes. It was also vetted through HFT as well as principal and campus-based input in designing this calendar. Basically it was a non-discussed item because it was similar to what it was last year.

No other concerns were brought forward.

<b>HASA Item(s):</b>		<b>RESPONSE</b>
HASA 1.	No items submitted	

<b>AHSA Item(s):</b>		<b>RESPONSE</b>
AHSA 1.	No items submitted	

<b>HAABSE Item(s):</b>		<b>RESPONSE</b>
HAABSE 1.	No items submitted	

Meeting adjourned at: 4:04 pm

**Meeting:**

**Next Meeting:**

**Date:** Tuesday, June 7, 2016

**Time:** 4:00 p.m.

**Location:** 2C12



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## SIGN-IN SHEET

NAME	SIGNATURE	GROUP/DEPARTMENT
FUENTES, Justin		AHSA (Association of Hispanic School Administrators)
REINER, Ray	<i>R. Reiner</i>	HASA (Houston Association of School Administrators)
VAUGHN, Roslyn		HAABSE (Houston Area Alliance of Black School Educators)
CAVAZOS, Gloria	<i>Gloria Cava</i>	Chief Human Resources Officer (HISD Facilitator)
McLanna, Jeff	<del><i>Jeff</i></del>	HR
Collins, Christina	<i>Christina Collins</i>	ELE 1 - Lorin
Annie Wolfe	<i>A Wolfe</i>	secondary curriculum + dev't
Guisa Decker	<i>Guisa Decker</i>	Secondary Transformation
Wally de Covarrubias	<i>Wally de Covarrubias</i>	HR

RECORDER:  
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