

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS  
MEETING MINUTES  
THURSDAY, MAY 13, 2021  
1:00 PM  
VIDEOCONFERENCE**

**Members Present:** Board Member Elaine Mendoza, Chair, *Mayoral*  
Board Member Dr. Richard Middleton, *District 1*  
Board Member Brandon Logan, *District 2*  
Board Member Joe De La Garza, *District 3*  
Board Member Richard Perez, *District 4*  
Board Member Gloria Ramirez, *District 5*  
Board Member Frances Guzman, *District 7*  
Board Member Dr. Shari Albright, Secretary, *District 8*  
Board Member Dr. Gogi Dickson, *District 9*  
Board Member Jan Kirby, *District 10*

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**Members Absent:** Board Member Dr. Tracy Hurley, *District 6*

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**Staff Present:** Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Alex Lopez, *Assistant City Manager*; Marc Sewell, *RSM US LLP*; Daisy Castillo, *Pre-K 4 SA*; Larrisa Wilkinson, *Pre-K 4 SA*; Joe De La Rosa, *Pre-K 4 SA*; Eryanne Taft, *Pre-K 4 SA*; Ashley White, *Thompson & Horton*; Shreya Shah, *City Attorney's Office*; Troy Beaulieu, *City Attorney's Office*;

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**Also Present:** Brad Davenport, *Pre-K 4 SA*; Vickie Garza, *Pre-K 4 SA*; Paul Chapman, *Pre-K 4 SA*; Jill Byrd, *Creative Noggin*; Amanda Davila, *Creative Noggin*; David Villarreal, *Pre-K 4 SA*; Christina Reck-Guerra, *Economic Development*; Justina Tate, *Economic Development*; Heber Lefgren, *Economic Development*; Amy Cowley, *Economic Development*; Marcos Mora, *Economic Development*; Peter Jansen, *CBRE*; Shari Van Horsen, *AFSCME*; Sam Wickwire, *City Council District 10*

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**Call To Order**

Chairwoman Mendoza called the meeting to order via video conferencing.

- 1. Public Comments [If a member of the public would like to provide comment to the Pre-K 4 SA Board on Pre-K 4 SA related matters, please email comments to [prek4sa@sanantonio.gov](mailto:prek4sa@sanantonio.gov) before 1:00 PM on the day of the meeting]**

There were no public comments to be heard.

- 2. Approval of minutes of the April 6, 2021 Early Childhood Education Municipal Development Corporation Board of Directors Meeting**

Board member Logan moved to approve the minutes of the April 6, 2021 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Board member Middleton seconded the motion. Motion carried unanimously by those present.

Chairwoman Mendoza requested the board's approval to move to Item 5 in respect of the Assistant City Manager's schedule.

### **Individual Briefings**

#### **5. Pre-K 4 SA Board briefing on the SA: Ready to Work program, the FY 2022 through FY 2027 Financial Forecast, and action to approve the FY 2021 and FY 2022 Annual Operating Budget and Personnel Complement. [Alejandra Lopez, Assistant City Manager]**

Assistant City Manager Alex Lopez began her briefing on the SA: Ready to Work program with an overview of the program including:

- Governance responsibilities for the City of San Antonio and the San Antonio Early Childhood Education Municipal Development Corporation;
- Guiding principles;
- Program goals and objectives;
- Core services provided by the program;
- Participant eligibility criteria;
- Recommended target occupations; and
- Actions to date.

She next provided the program's Financial Forecast Assumptions. The \$0.08 of sales tax will be collected until FY 2025 and then will deplete through FY 2027. FY 2022 will focus on selecting partner agencies, implementing a platform for data management, developing a framework to evaluate the program, and scaling up the program for future years.

The Workforce Development Office's personnel complement will include 11 positions. RFP's for Marketing, Intake & Assessment, Case Management, and Program Evaluation are expected to be released in May and will be taken to city council for consideration in September. Assistant City Manager Lopez concluded her presentation with an overview of the proposed FY 2022 budget, which totals \$22.7 Million.

Board Members Perez entered into the meeting at this time.

Board members went into discussion regarding the layout of the program, and the COVID relief federal dollars reigniting the economy.

Board member Perez moved to approve the SA: Ready to Work program, the FY 2022 through FY 2027 Financial Forecast, and the FY 2021 and FY 2022 Annual Operating Budget and Personnel Complement. Board member Logan seconded the motion. Motion carried unanimously by those present.

### **CEO Update**

**3. CEO Update to include Gracias, Outdoor Learning, Capital Improvement projects, End of Year Activities, partnership updates, and promotion and outreach [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Dr. Baray began her CEO update with Gracias. This year's event sold 103 art pieces and raised \$6,062.00 for Therapy Animals of San Antonio. Pre-K 4 SA's donation check will be presented on May 26, 2021 at Pre-K 4 SA South Center to Therapy for Animals of San Antonio.

She continued with an update on enrollment and family engagement. Pre-K 4 SA has planned a number of events for incoming families to connect them with the program, including a virtual open house, Gardendale outdoor learning day, Come Play at Pre-K and Come Play at Gardendale. Current families have also been invited to a Come Play with Pre-K event at the Botanical Gardens, and will celebrate the end of the school year with an End of Year parade on May 27. As of May 11, Pre-K 4 SA has received 1,778 applications for the upcoming school year.

The End of Year activities for teachers will include the *Ignite: Equity through Inquiry* conference, which will take place virtually. Children will celebrate with End of Year Parades at each center, including a fresh produce donation from H-E-B. Families will be updated with information about food distributions taking place throughout the city over the summer.

Partnership updates included plans with the San Antonio Public Library Foundation and the Literacy Caravan to begin visiting Gardendale next school year. Dr. Baray also highlighted the Gardendale Community Plan, which is a project of Councilwoman Gonzales's to beautify the community, and includes the Madonna Center. She ended her presentation with promotion and outreach.

Board members went into discussion regarding the literacy partnerships and the Gardendale Community Plan.

**Consent Agenda**

- 4. Board action to approve an amendment to the Professional Services Agreement with New Teacher Center (NTC) to increase the contract value by \$135,500.00, bringing the total to an amount not to exceed \$462,900.00, and extending the term of the contract to June 30, 2022 [Larrisa Wilkinson, Pre-K 4 SA Director of Professional Learning and Program Innovation].**

Board member Perez moved to approve the amendment to the Professional Services Agreement with New Teacher Center (NTC) to increase the contract value by \$135,500.00, bringing the total to an amount not to exceed \$462,900.00, and extending the term of the contract to June 30, 2022. Board member Middleton seconded the motion. Motion carried unanimously by those present.

**Individual Briefings**

- 6. Briefing and Board discussion of the Pre-K 4 SA financial audit engagement that will be managed by RSM US LLP. for the 2021 fiscal year beginning July 1 2020 and ending June 30, 2021 [Marc Sewell, CPA, Partner, RSM US LLP]**

Mr. Sewell briefed the board on the upcoming FY 2021 audit, which will take place over the next few months. He reviewed team roles and plans for coordination with management, as well as the

audit scope and deliverables. He gave a brief overview of the timeline for the audit, which will include both Pre-K 4 SA and Ready to Work.

**7. Briefing and board action to approve amending the Pre-K 4 SA Fiscal Year 2022 Annual Operating Budget, as adopted by the Board on April 6, 2021 [Sarah Baray, Ph.D., Pre-K 4 SA CEO; Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]**

Dr. Baray and Daisy Castillo, DFA, provided the briefing on the amended budget. Since the Board adopted the FY 2022 budget on April 6, the city's mid-year adjustments resulted in changes to the projected Sales Tax revenue in FY 2021 and FY 2022 for Pre-K 4 SA. The proposed amendments to the FY 2022 Adopted Budget would update the sales tax figures to be in line with the rest of the City. There were no changes to the FY 2022 adopted appropriations or personnel compliment as a result of this amendment.

Board member Middleton moved to approve amending the Pre-K 4 SA Fiscal Year 2022 Annual Operating Budget, as adopted by the Board on April 6, 2021. Board member Perez seconded the motion. Motion carried unanimously by those present.

**8. Briefing and board action to approve amending the Competitive Education Grant contracts to extend the contracts for one additional year, and increase the contract value by up to \$2,700,000.00 for a total amount not to exceed \$5,400,00.00 [Larrisa Wilkinson, Pre-K 4 SA Director of Professional Learning and Program Innovation; Joe De La Rosa, Pre-K 4 SA Grants Manager]**

Joe De La Rosa, Grants Manager, briefed the board on the renewal timeline and structure of the Cycle 3 Competitive Grants program. Cycle 3 Grant Awardees submitted applications for year two (FY 2021 - FY 2022) renewal consideration. Their applications were again weighed against the High-Quality Impact Pyramid Tool and the NIEER Quality Standards.

Larrisa Wilkinson, Director of Professional Learning and Program Innovation, provided an overview of the submissions and proposals received from awardees.

Mr. De La Rosa ended the presentation with a recap of each awardee's requested amount and Pre-K 4 SA's recommended award. He noted that a majority of the projects funded were in tiers 1 and 2 of the High-Quality Impact Pyramid.

Board members went into discussion regarding the awardees' requested amount and recommended amount of grant funds.

Board member Guzman moved to approve amending the Competitive Education Grants contracts to extend the contracts for an additional year, and increase the contract value by up to \$2,700,000.00 for a total not to exceed \$5,400,000.00. Board member Dickson seconded the motion. Motion carried unanimously by those present.

**Executive Session**

**9. Legal and contractual issues related to real estate pursuant to Texas Government Code Section 551.071 (consultation with attorney).**

Chairwoman Mendoza recessed the Early Childhood Education Municipal Development Corporation Board of Directors Meeting into executive session at 2:44 p.m. She reconvened the meeting at 3:18 p.m. There was no action taken at this time.

### **Consideration of Future Meetings**

- 10. The next meeting of the Board of Directors is scheduled to take place on Tuesday, June 8, 2021 at 1:00 p.m.**

### **Adjournment**

**There being no further discussion, the meeting was adjourned at 3:20 p.m.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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*Vickie W. Garza, Pre-K 4 SA*