

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT
CORPORATION BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, MARCH 22, 2022
2:00 PM
PRE-K 4 SA NORTH EDUCATION CENTER**

Members Present: Board Member Elaine Mendoza, Chair, *Mayoral*
Board Member Brandon Logan, *District 2*
Board Member Joe De La Garza, *District 3*
Board Member Gloria Ramirez, *District 5*
Board Member Dr. Tracy Hurley, *District 6*
Board Member Frances Guzman, *District 7*
Board Member Dr. Shari Albright, Secretary, *District 8*
Board Member Dr. Richard Middleton, *District 9*

Members Absent: Vacant, *District 1*
Board Member Richard Perez, *District 4*
Board Member Jan Kirby, *District 10*

Staff Present: Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Daisy Castillo, *Pre-K 4 SA*; Paul Chapman, *Pre-K 4 SA*; Eryanne Taft, *Pre-K 4 SA*; Shreya Shah, *City Attorney's Office*;

Also Present: Maria Castoreno, *Pre-K 4 SA*; Sara Rios, *District 10 Council Office*

Call to Order

Chairwoman Mendoza called the meeting to order at 2:01 p.m.

1. Approval of minutes of the March 1, 2022, Early Childhood Education Municipal Development Corporation Board of Directors Strategic Planning meeting.

Board Member Middleton moved to approve the minutes from March 1, 2022 meeting. Board Member Albright seconded the motion. Motion carried unanimously by those present.

2. 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 before 2:00 PM on the day of the meeting]

There were no public comments to be heard.

Consent Agenda

3. Board action to approve the Pre-K 4 SA 2022-23 academic calendar [Sarah Baray, Ph.D., Pre-K 4 SA CEO].

Board Member Albright moved to approve the Pre-K 4 SA 2022-23 academic calendar. Board Member Middleton seconded the motion. Motion carried unanimously by those present.

Briefing and Possible Action on the following items

4. CEO Update to include Student Enrollment, Gracias, partnership updates, and promotion and outreach [Sarah Baray, Ph.D., Pre-K 4 SA CEO].

Dr. Baray began her CEO update with enrollment. Registration opened to the public on February 1, 2022. Weekly acceptance notifications began on February 7, 2022. A total of 1,026 applications have been received as of March 6, 2022.

She continued with an overview of Pre-K 4 SA's proposed plan to expand our program to three-year-olds. Of the 100 classrooms, 70 would be dedicated to four-year-olds and 30 would be allocated for three-year-olds. Four-year-olds will continue to receive priority, but this plan is in line with current enrollment trends. Implementation of the new MyCOPA software, which facilitates data analysis, will help support the expansion to three-year-olds.

The Board went into discussion about the expansion to three-year-olds.

She continued with an update on the new scholarship model, is based on the Texas median HHI. She related the projected fiscal impact under the revised tuition model. Pre-K 4 SA expects to collect \$2M less in tuition over the eight-year period to make the expanded access possible.

Dr. Baray shared details on the upcoming 9th Annual Gracias Art Exhibit. The opening reception is scheduled on April 14, 2022 from 5:00-6:00 p.m. at the Pre-K 4 SA East Center. The exhibit will be open between April 14th and April 21st. The online auction will run through April 24.

Dr. Baray continued with an update on Read Across America. She thanked Board members Frances Guzman and Jan Kirby for their time and participation in this event. She also highlighted the participation of City Council members from Districts 1, 2, 3, 5, and 9.

Dr. Baray also provided an update on partnerships, beginning with the Food Bank. A new family take-home meal program began in February. These meals are provided on Thursdays, and include an entrée for a family of 5, as well as a bag of produce. In addition, the centers have returned to offering family style meals. Continuing with her CEO update, Dr. Baray touched on the Rauner/Smith Early Matters event held at the East Center on March 11. She also shared that Pre-K 4 SA could qualify for \$6.7M in TWC Recovery Funds to be allocated quarterly beginning in July.

Dr. Baray went on to update on Promotion and Outreach events for March and April. A group of superintendents from the Corpus Christi area will be visiting on March 23rd. Additionally, a group from Kansas City will be visiting on April 7th.

To conclude her CEO update, Dr. Baray shared some staffing news; returning to Pre-K 4 SA is Joe De La Rosa, who will be the Grants Manager; and new to the team is Paul Aleman, who is the Operations Special Project Manager. There are also some members that are retiring: Tina Reck-Guerra, former Pre-K 4 SA West Center Director; Board member Gloria Ramirez; and Board Member Gogi Dickson.

5. Briefing and Board work session/discussion on the PreK 4 SA FY 2022 Financial Report & Budget Re-Estimate and the proposed FY 2023 Annual Operating Budget

[Sarah Baray, Ph.D., Pre-K 4 SA CEO; Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]

Daisy Castillo presented a briefing of the FY2023 Proposed Annual Operating Budget, beginning with a financial forecast which includes adjusted revenues based on changes observed in the past year, funding all positions including proposed improvements, adjusted expenses from the City, current contractual obligations for items such as Meals, Transportation, Program Assessment and other contracts, and funding for Competitive Grants for FY 2023. Ms. Castillo shared that we are Anticipating a beginning balance of \$17.8M and ending in \$13.5M for FY 2023 due to higher than anticipated sales tax collection. The total proposed revenue for FY23 will be \$66M, which represents an increase of \$14.6M compared to the FY 2022 Adopted budget.

Dr. Baray reviewed program changes by division.

Board members went into discussion regarding Competitive Grants.

Ms. Castillo went on to cover FY23 projected expenditures, including the impact of proposed Pre-K 4 SA program changes and CoSA changes. The total proposed operating budget for FY23 is \$52.5M.

Dr. Baray then highlighted the FY23 Personnel complement which seeks to ensure that needs of the program continue to be met; that we can expand and support Shared Services; and support our replication sites (Gardendale and Educare). Pre-K 4 SA is proposing the addition of 21 positions to the organization which includes: 5 in Facilities Maintenance; 1 in Family Engagement & Enrollment; 3 in Social Emotional Learning; 11 in Grants & Replication Site; and 1 in Admin.

6. Approval of Independent Audit Services Contract for San Antonio Early Childhood Education Municipal Development Corporation for fiscal years 2022 through 2024, with two possible one-year extensions for fiscal years 2025 and 2026, for a total contract value not to exceed \$202,075.00. [Daisy Castillo, PreK 4 SA Department Fiscal Administrator; Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Daisy Castillo presented the proposed awardee for the Independent Audit Services RFP. The current contract expires on March 31, 2022. The new term is for three years with two, one year renewal options. There were four proposals received. The evaluation committee consisted of representatives from Pre-K 4 SA and the City's Finance Department. The final selected firm was Garza/Gonzales & Associates.

Board Member Middleton moved to approve the Independent Audit Services contract. Board Member Logan seconded the motion. Motion carried unanimously by those present.

7. Briefing and possible Board action to approve a Memorandum of Understanding (MOU) establishing Essence Prep Public Schools as a partner of Pre-K 4 SA. [Sarah Baray, Ph.D., PreK 4 SA CEO]

Dr. Baray briefed the Board on establishing a partnership with Essence Preparatory Public Schools., which will be opening in East San Antonio. Essence Prep plans to serve children K-8th grade. Their Pre-K children would be able to attend any Pre-K 4 SA center. Pre-K 4 SA worked with City Attorney's Office to update terminology in the existing MOU to be more appropriate for charter partners.

Board Member Logan moved to approve the MOU establishing Essence Prep Public School as a partner of Pre-K 4 SA. Board Member Middleton seconded the motion. Board Member De La Garza recused himself from the vote. Motion carried unopposed.

Executive Session

Chairwoman Mendoza recessed the San Antonio Early Childhood Education Municipal Development Corporation Board of Directors Meeting into executive session at 3:40 p.m. She reconvened the meeting at 3:47 p.m. No action was taken at this time.

At the conclusion of the meeting, Board members took time to recognize the contributions of retiring Board Member, Gloria Ramirez.

Consideration of Future Meetings

The next meeting of the Board of Directors is scheduled to take place on Tuesday, April 5, 2022, at 2:00 p.m. at Pre-K 4 SA North Education Center

Adjournment

There being no further discussion, the meeting was adjourned at 3:57 p.m.

Respectfully Submitted,

Elaine Mendoza, Chairperson

Maria Castoreno, Pre-K 4 SA