

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, SEPTEMBER 13, 2022  
2:00 PM  
PRE-K 4 SA NORTH EDUCATION CENTER**

**Members Present:** Board Member Elaine Mendoza, Chair, *Mayoral Vacant, District 1*  
Board Member Brandon Logan, *District 2*  
Board Member Joe De La Garza, *District 3*  
Board Member Richard Perez, *District 4*  
Board Member Andrea Greimel, *District 5*  
Board Member Dr. Tracy Hurley, *District 6*  
Board Member Dr. Shari Albright, Secretary, *District 8*  
Board Member Dr. Richard Middleton, *District 9*  
Board Member Jan Kirby, *District 10*

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**Members Absent:** Board Member Frances Guzman, *District 7*

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

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**Also Present:** Rachel Dickens, *Pre-K 4 SA*; Virginia Sandoval, *Pre-K 4 SA*; Jill Byrd, *Pre-K 4 SA*; Anamarie Suscan-Fast, *talkStrategy*; Rachel Trevino; *talkStrategy*;

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### Call to Order

Chairwoman Mendoza called the meeting to order at 2:00 PM.

**1. Approval of minutes of the June 7, 2022, Early Childhood Education Municipal Development Corporation Board of Directors Strategic Planning meeting.**

Board Member Brandon Logan moved to approve the minutes from the June 7, 2022 meeting. Board Member Richard Perez 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 PreK 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 a new Professional Services Agreement to continue services with Start Early for professional development services and support in an amount not to exceed \$35,000.00 for the 2022-2023 school year. [Larrisa Wilkinson, Pre-K 4 SA Deputy CEO]**

Board Member Brandon Logan moved to approve the items on consent. Board Member Richard Perez seconded the motion. Motion carried unanimously by those present.

#### **Briefing and Possible Action on the following items**

- 4. CEO Update to include Hiring, Enrollment, First Day of School, Summer and Fall events, Partnerships, and Promotion and Outreach. [Sarah Baray, Ph.D., Pre-K 4 SA CEO].**

Dr. Baray began her CEO update with a review of the new Organizational chart and an update on hiring. She reviewed the new Executive appointments that were confirmed over the summer, as well as other recent new hires to include the Gardendale Head of School, the Head of Engagement & Communications, the Family Engagement & Outreach Manager, and the Senior Executive Secretary. She also announced that South Head of School Belinda Gonzalez would be retiring at the end of September, and that East Instructional Specialist Mona Gonzalez would be appointed interim Head of School at the South Center while the department conducts an open search. She provided an overview of other positions in progress to be hired and made note of the department-wide job fair on September 24<sup>th</sup>. She also shared that included in the FY 2023 Budget for the City are widespread civilian compensation increases. Additionally, Human Resources had conducted a market study of Pre-K 4 SA instructional positions, and many employees would see a pay increase above the 7% received by other city employees. Pre-K 4 SA will be able to absorb these pay increase with available Fund balance.

Next, Dr. Baray moved on to discuss Enrollment and provided an overview of enrollment numbers at each center. Board member Logan inquired about how these numbers compared to historical enrollment trends.

At 2:12 Board member Joseph De La Garza entered the meeting.

Dr. Baray highlighted summer and fall events, including summer open houses, Convocation and the first day of school. In total, we held 36 events during the summer. The mayor helped greet students on the first day of school at the Pre-K 4 SA North Center. The event received coverage from multiple news outlets. She also noted the upcoming Family Reunion, which will take place on Saturday, November 5 at Rosedale Park.

Dr. Baray also discussed partnership updates, to include District back to school events and our ongoing work with the Miss Tristan Foundation to provide anti-drowning curriculum. For the 2022-2023 school year, the water safety course will be offered to all 3- and 4-year-olds at Pre-K 4 SA's four centers.

Finally, Dr. Baray shared Promotion and Outreach events for the months of September and October.

**5. Briefing on schools for the 2022-2023 School Year. [Tonda Brown, Pre-K 4 SA Chief of Schools],**

Pre-K 4 SA Chief of Schools Tonda Brown provided a 2022-2023 update on our Schools. She began her briefing with an introduction of her experience and history with Pre-K 4 SA. She continued with an overview of the reporting structure. Under the revised org chart and in her role as Chief of Schools, Tonda reports to the Deputy CEO and oversees the Heads of Schools and Instructional Specialists. For the 2022-2023 school year, the primary focus will be on assimilating students to school and early childhood development. This was reinforced during pre-service training, which focused on early childhood, specifically age three. The team will continue to emphasize instructional consistency, ensuring that families receive the same experience no matter the center location they attend. Tonda expanded on programs being offered this year including Miss Tristan and the Arts Infusion program with the Tobin Center. She noted the continued emphasis on Pre-K 4 SA's Leadership pipeline, which provides instructional support to help advance careers.

Board Member Greimel asked a clarifying question on the types of Art programs being offered. Deputy CEO Larrisa Wilkinson shared that artists from the Tobin Center would come into the classroom and work with children in mediums to include theater, puppetry, and dance.

Board member Hurley inquired on the process for prioritizing three- and four-year-old applications. Dr. Baray shared that this is driven by demand. We offered to 4-year old's first, then offered to 3-year-olds as space allowed.

Board chair Mendoza inquired how we would conduct evaluations moving forward. Deputy CEO Wilkinson responded that our two existing measures, the Gold student assessment tool and CLASS, are appropriate for evaluating three-year-old's. Additionally, we are adding two new measures to evaluate social and emotional learning, the DECA and the DESSA K-2.

**6. Briefing on innovation for the 2022-2023 School Year [Sandy Weser, Pre-K 4 SA Chief of Innovation].**

Pre-K 4 SA Chief of Innovation Sandy Weser provided a 2022-2023 update on Innovation. She began her briefing with an introduction of her experience and history with Pre-K 4 SA. She continued with an overview of the reporting structure. Under the revised org chart and in her role as Chief of Innovation, Sandy reports to the Deputy CEO and oversees the Gardendale Early Learning Program, Educare and Community Classrooms. She went on to highlight initiatives for the 2022-23 school year, which include Gardendale, Educare, and bilingual communication. At Gardendale, leadership is very focused on literacy. The team has put in great practices for 2<sup>nd</sup> grade and have hired a reading interventionist for additional support. She noted opportunities for teachers to train on collaborative literacy. She also noted that Highscope is being utilized in the lower grades and integrated with the curriculum for the upper grades to support the transition. She provided a brief update on Educare and that Pre-K 4 SA continues to be involved in the planning process.

Board members inquired on what the community response to everything going on at Gardendale has been. Sandy shared that the community has been very involved and excited about the Gardendale Early Learning program as a resource to the surrounding neighborhoods. Events & Outreach Specialist Virginia Sandoval shared her own experience

as a parent of a child in the Gardendale Program, and that families love Gardendale as well as the close partnership with the neighboring Madonna Center.

- 7. Briefing on the Pre-K 4 SA Engagement redesign to include staff update and review of progress. Focus will be on the development and launch of the new dedicated events function, as well as a summary of activity since launch in Spring of 2022. [Paul Chapman, Pre-K 4 SA Chief Operations Officer, Laura Padron, Pre-K 4 SA Events and Outreach Coordinator]**

Pre-K 4 SA Chief Operations Officer Paul Chapman began the briefing on the Engagement redesign with a review of the plan that was presented to the Board at the retreat in March. Our re-design leverages all Engagement assets to create a seamless experience for families and drive engagement deeper. The four key components to this work include Communications, Community Partnerships, Family Engagement, and Registration. Paul noted that Virginia Sandoval leads our community events in her role as Events & Outreach specialist, and Laura Padron oversees this work in her role as Events & Outreach coordinator.

Laura continued with the briefing by noting the three goals of the events and outreach division, which include Extend reach, connect marketing efforts to our families, and deepen relationships. She noted that under the new reporting structure, we have paired an event manager with community partnerships. This team works in conjunction with the other engagement and communications divisions. The team launched summer of 2022, and to date has participated in 36 Events and handed out 21, 000 pieces of collateral. In terms of planning for the year ahead, the team is working to shore up partnerships with groups like the Spurs, SA Ready to work, Magik Theatre and Jefferson Bank.

- 8. Briefing and Board action to ratify submission of a grant application to the Texas Workforce Commission to support the expansion of the Shared Services Alliance and the number of child development centers served. This authorizes the acceptance of the grant, appropriates funding in the amount of \$1,498,544.00 for the grant term of June 20, 2022 through May 31, 2024, and approves a program budget. [Larrisa Wilkinson, Pre-K 4 SA Deputy CEO; Joe De La Rosa, Pre-K 4 SA Grants Manager]**

Deputy CEO Larrisa Wilkinson provided the briefing on the TWC Shared Services Grant. She began with a review of the new strategic goals approved by the Board in the Spring, which included a goal to strengthen San Antonio's early learning infrastructure. She also reviewed the focus of the San Antonio Shared Services Alliance, which addresses both pedagogical leadership and business leadership to create high quality early childhood education. Pre-K 4 SA serves as the hub agency to support the work of the CDC's. She highlighted the characteristics of alliance members, which include 1) accept children on the subsidy program, 2) working towards Texas rising star 4-star rating, and 3) a commitment to paying living wages to teachers. She noted the five goals of the SSA, which were created in conjunction with the CDCs. Services currently provided through the SSA include improve quality, maintain staff, develop network, and improve financial sustainability.

She went on to review the TWC Grant Pre-K 4 SA applied for to develop and expand the existing SSA. The proposed plan is a tiered two-year process with the goal of reaching 100 providers in two years. Pre-K 4 SA applied for and received notice of the grant award this summer. The team is currently focused on hiring new team members to support the expansion

Board member Perez inquired whether we were collaborating with United Way on this project. Dr. Baray shared that Early Matters is working to align the work of different community groups.

Board member Hurley asked a clarifying question about the posting language and recommendation.

Board Member Perez moved to approve the item. Board Member Logan seconded the motion. Motion carried unanimously by those present.

### **Consideration of Future Meetings**

**The next meeting of the San Antonio Early Childhood Education Municipal Development Corporation Board of Directors is scheduled to take place on Tuesday, November 1, 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 3:12 pm.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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*Rachel Dickens, Pre-K 4 SA:3*