

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, JANUARY 24, 2023  
9:00 AM  
SAN ANTONIO BOTANICAL GARDENS**

**Members Present:** Board Member Elaine Mendoza, Chair, Mayoral  
Board Member Brandon Logan, District 2  
Board Member Richard Perez, *District 4*  
Board Member Andrea Greimel, District 5  
Board Member Frances Guzman, District 7  
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:** Vacant, *District 1*  
Board Member Joseph De La Garza, *District 3*  
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*; Victoria Shum, *City Attorney's Office*; Paul Chapman, *Pre-K 4 SA*; Larrisa Wilkinson, *Pre-K 4 SA*; Jill Byrd, *Pre-K 4 SA*; Joe De La Rosa, *Pre-K 4 SA*

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**Also Present:** Tonda Brown, *Pre-K 4 SA*; Sandy Weser, *Pre-K 4 SA*; Rachel Dickens, *Pre-K 4 SA*; Jonathan Ramirez, *Pre-K 4 SA*; Ramiro Amaro III, *Pre-K 4 SA*; Elizabeth Rodriguez, *Pre-K 4 SA*; Daisy Castillo, *Pre-K 4 SA*; Paul Aleman, *Pre-K 4 SA*; David Villareal, *Pre-K 4 SA*; Amy Contreras, *Workforce Development Office*; Paula Cortez, *City Council District 10*

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## **Call to Order**

Chairwoman Mendoza called the meeting to order at 9:00 AM.

### **1. Pre-K 4 SA Board of Directors Retreat a.) Welcome and Departmental Overview b.) Strategic Planning Work Session**

Dr. Baray began her briefing on Pre-K 4 SA's Strategic Plan by providing a Year in Review & CEO Focus. She oriented the Board to the primary goals of the prior year, which included access, infrastructure, family engagement, educator pipeline, and research and innovation. She identified long-range facilities plan, military childcare, and innovation as areas of CEO focus. Following her presentation, the Board brainstormed and provided feedback around the kind of innovation they would like to see at Pre-K 4 SA.

Jill Byrd then gave a presentation on the work of the Engagement & Communications Division. She updated the Board on the evolution of the Comms & Engagement functions since the last briefing in 2021-2022. She then oriented her presentation around Strategic

Goal 3 from the 2021-2029 Strategic Plan, which seeks to elevate and support families as educational partners, leaders, and advocates who nurture and foster the long-term success of children. Her team is working towards achieving this goal through both an internal and external approach. She concluded her presentation by asking the Board what their constituents need to nurture and foster the long-term success of children and our community.

Lastly, Joe De La Rosa and Larrisa Wilkinson presented on the Grants and Shared Services programs. Their update included a review of the lessons learned from the four Grants cycles to date, as well as the conditions for success moving forward. They shared two district case studies, highlighting the need for leadership ECE Champions, and a willingness to do systemic change work. They then highlighted Goal 2 of the 2021-2029 Strategic Plan, which aims to strengthen San Antonio's early learning infrastructure to create an equitable, affordable, high-quality early learning and care system for young children. They noted the efforts of the Shared Services Alliance to change the early learning landscape in San Antonio. They then asked the Board for their reaction to shifting the focus of Grants to specific district initiatives and support for birth – five.

**2. Approval of the minutes from the San Antonio Early Childhood Education Municipal Development Corporation meeting on November 1, 2022.**

Board Member Greimel motioned to approve the minutes from the November 1, 2022, meeting. Board Member Middleton seconded the motion. Motion carried unanimously by those present.

**3. 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](mailto:prek4sa@sanantonio.gov) before 2:00 PM on the day of the meeting]**

There were no public comments to be heard.

**Consent Agenda**

- 4. Board action to approve the Pre-K 4 SA 2023-24 academic school calendar [Sarah Baray, Ph.D., Pre-K 4 SA CEO].**
- 5. Board action to authorize a contract with Community Products LLC, dba Community Playthings, allowing Pre-K 4 SA staff to utilize the BuyBoard Purchasing Cooperative to purchase classroom furniture, supplies, and equipment for the Pre-K 4 SA Schools, Gardendale Early Learning Program and Competitive Grants Program awardees, beginning upon Board approval and ending March 31, 2023, with two, one-year options to renew, for an amount not to exceed \$150,000.00, for the entire term of the contract including renewal options. [Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]**
- 6. Board action to approve an amendment to the Professional Services Agreement with New Teacher Center (NTC) to update Attachment A, titled "Scope of Services", with no increase in the value of the Agreement which was previously extended to June 30, 2024 through a no-cost extension [Larrisa Wilkinson, Pre-K 4 SA Deputy CEO].**

Board Member Middleton motioned to approve the items on consent. Board Member Jan Kirby seconded the motion. Motion carried unanimously by those present.

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

**7. CEO Update to include Municipal Leadership Training, Enrollment, Partnerships, and Promotion and Outreach. [Sarah Baray, Ph.D., Pre-K 4 SA CEO].**

Dr. Baray began her CEO update with a review of current year enrollment numbers by Center, as well as an update on Priority Enrollment for the 2023-24 School Year. Pre-K 4 SA opened priority enrollment to current three-year-olds the week before Thanksgiving. Staff and alumni families were able to enroll in December, and COSA employees were invited to apply in January. As of January 23, 868 applications had been received through the various priority enrollment periods.

Dr. Baray moved on to provide an update on Partnerships. She highlighted recent work of San Antonio Early Matters, which included meeting the Educare fundraising goal. Groundbreaking for the new Educare site is planned for April of 2023 and construction is expected to be completed no later than April 2025. She noted that as a part of the Citywide Early Childhood Education Improvement Plan, she is co-chairing the Access to Quality Committee and Deputy CEO Larrisa Wilkinson is co-chairing the Educator Pipeline committee. Dr. Baray provided an update on the State legislative session currently underway. Key legislative priorities include continued support for HB3, support for the childcare workforce, and investment in childcare infrastructure. She shared that the Gracias Initiative is ongoing, following selection of the Children's Bereavement Center as the nonprofit beneficiary.

Dr. Baray then provided an overview of recent and upcoming promotion and outreach efforts. She noted Pre-K 4 SA's participation in the citywide MLK march, as well as our ongoing partnership with the San Antonio Spurs. Dr. Baray shared information on our upcoming Welcome to Kinder events, as well as a planned Job Fair on February 25<sup>th</sup> aimed to hire instructional staff for the 2023-24 school year.

**8. Board briefing to include a programmatic update on the Ready to Work training and employment program [Michael Ramsey, Director, Workforce Development Office].**

Amy Contreras, Assistant to the Director of the Workforce Development Office, presented a programmatic update on the Ready to Work program.

The Board then went into discussion regarding the program.

### **Executive Session**

**At any time during the meeting, the Early Childhood Education Municipal Development Corporation may recess into executive session to deliberate or discuss any of the following:**

551.072. Deliberation Regarding Real Property, Closed Meeting.

Chairwoman Mendoza recessed the San Antonio Early Childhood Education Municipal Development Corporation Board of Directors Meeting into executive session at 1:33 p.m. She reconvened the meeting at 1:49 p.m. No action was taken at this time.

- 9. Board consideration and action on a resolution authorizing the CEO, or her designee, to execute a renewal of the lease of the property at 7031 S. New Braunfels Ave., San Antonio, Texas 78223 (“South Lease”) [Sarah Baray, Ph.D, Pre-K 4 SA CEO].**

Board member Logan motioned to approve the resolution authorizing the CEO, or her designee, to execute a renewal of the lease of the property at 7031 S. New Braunfels Ave., San Antonio, Texas 78223 (“South Lease”). Board member Middleton 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, April 4, 2023, at 2:00 P.M. at the Pre-K 4 SA North Education Center.**

### **Adjournment**

**There being no further discussion, the meeting was adjourned at 1:49 pm.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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*Rachel Dickens, Pre-K 4 SA*