

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT
CORPORATION BOARD OF DIRECTORS
MEETING MINUTES
Tuesday, April 4, 2023
2:00 PM
PRE-K 4 SA SOUTH 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 Andrea Greimel, *District 5*
Board Member Dr. Tracy Hurley, *District 6*
Board Member Frances Guzman, *District 7*

Members Absent: Vacant, *District 1*
Board Member Richard Perez, *District 4*
Board Member Dr. Shari Albright, Secretary, *District 8*
Board Member Dr. Richard Middleton, *District 9*
Board Member Jan Kirby, *District 10*

Staff Present: Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Alex Lopez, *Assistant City Manager*; Daisy Castillo, *Pre-K 4 SA*; Michael Ramsey, *Workforce Development Office*; Rene Gonzalez, *Garza/Gonzalez & Associates*; Eli Mendoza, *Garza/Gonzalez & Associates*; Paul Chapman, *Pre-K 4 SA*; Eryanne Taft, *Pre-K 4 SA*; Shreya Shah, *City Attorney's Office*; Victoria Shum, *City Attorney's Office*;

Also Present: Rachel Dickens, *Pre-K 4 SA*; Ramiro Amaro III, *Pre-K 4 SA*; Jill Byrd, *Pre-K 4 SA*; Matthew Fulghum, *Pre-K 4 SA*; Laura Sambrano, *Finance*; Lauren Decker-Woodrow, *Westat*; Emily Diaz, *Westat*; Xavier Urrutia, *Alamo Colleges*; Angie Martinez, *Workforce Development Office*; Paula Cortez, *City Council District 10*; Rebecca B., *Workforce Solutions Alamo*; Adrian Lopez, *Workforce Solutions Alamo*; Marcos Mora, *Workforce Development Office*; Ana Salazar, *Workforce Development Office*; Lauron Fischer, *Workforce Development Office*; Molly Biglari, *Project Quest*; Norma Camacho, *Workforce Development Office*.

Call to Order

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

1. Approval of minutes of the March 20,2023 Early Childhood Education Municipal Development Corporation Board of Directors Strategic Planning meeting.

Board Member Logan moved to approve the minutes from the March 20, 2023, meeting. Board Member Guzman 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 approval of a contract with Assessment Intervention Management (AIM) to provide speech services for Pre-K 4 SA for three years, with two, one-year options to renew for a total contract value not to exceed \$625,000. [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**
- 4. Board action to approve an amendment to the healthcare staffing agreement for nursing services with Angel Staffing, increasing the contract value to a total amount not to exceed \$65,000 [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

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

Briefing and Possible Action on the following items

- 5. CEO Update to include Student Enrollment, Hiring, Gracias, partnership updates, and promotion and outreach [Sarah Baray, Ph.D., PreK 4 SA CEO]**

Dr. Baray began her CEO update with a review of applications for the 2023-2024 school year. The program has received 5,575 applications to date.

Dr. Baray provided an update on hiring. She introduced Larry Rodriguez, our new Safety & Security Manager, as well as Mona Gonzalez, the new Head of School for the South school. She also highlighted the job fair we had in February, which specifically aimed at filling instructional vacancies and. In total, 28 selections were made from the hiring fair, and 15 of the 28 selections have accepted positions. She also noted that our current vacancy rate is down compared to this time last year, from 11.9% to 8.4%.

She went on to review partnership updates. The project schedule for Educare has been updated with construction aimed to be completed by October 2025, and opening in early 2026. She noted that the Shared Service Alliance is going strong with 57 partners to date.

She reminded the Board that the Gracias art auction begins April 20th, and she reiterated that proceeds will be benefitting the Children's Bereavement center.

Dr. Baray concluded her presentation with promotion and outreach. She stated the Welcome to Kinder event, which helps transition families moving from Pre-K to kindergarten, was very successful this year. Dr. Baray also highlighted the Read Across America event, which included board members and Community members as guest readers for our children. She discussed potential partnerships with Respite Care and the Brighton Center, focusing on children with special needs. She also discussed our ongoing work to address the lack of childcare options for our military community.

Board members went into discussion about the presentation.

Board Member Dr. Hurley arrived at 2:13 pm.

Board Member Francis Guzman arrived at 2:19 pm.

6. Briefing and Board work session/discussion on the Pre-K4 SA FY 2023 Financial Report & Budget Re-Estimate and the proposed FY 2024 Annual Operating Budget [Sarah Baray, Ph.D., Pre-K 4 SA CEO; Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]

Daisy Castillo began the presentation with a briefing of the FY 2024 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 2024. Ms. Castillo shared that we are anticipating a beginning balance of \$33.6M and ending in \$15.8M for FY 2024 due to higher than anticipated sales tax collection and childcare relief funds. The total proposed revenue for FY24 will be \$88.1M, which represents an increase of \$19M compared to the FY 2023 Adopted Budget.

Dr. Baray then spoke on the FY 2024 proposed program changes. All proposed program changes are in alignment with the department's FY 2022-2029 strategic goals.

Board members went into discussion about Educare, our work with military families, and family engagement.

Ms. Castillo went on to cover FY 2024 projected expenditures, including the impact of proposed Pre-K 4 SA program changes and CoSA changes. The total proposed operating budget for FY 24 is \$58.9M.

Dr. Baray then highlighted the FY 2024 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 innovation sites (Gardendale and Educare). Pre-K 4 SA is proposing the addition of 13 positions to the organization which includes: 8 in Pre-K 4 SA schools; 1 in Professional Learning; 3 in Grants; and 1 in Operational Systems & Services.

Board members went into discussion about the proposed personnel complement. The Board encouraged staff to consider adding additional positions to support Schools and Innovation sites.

7. Briefing on the SA: Ready to Work (Ready to Work) program, the Fiscal Year 2023 re-estimated program revenues and expenses, the proposed Fiscal Year 2024 Annual Operating Budget and Personnel Complement, and updated financial forecast through 2028. [Michael Ramsey, Workforce Development Office Director]

Michael Ramsey, Director of Workforce Development, provided a briefing on the SA Ready to Work Education and Job Placement program, as well as the FY 2023 program re-estimate and FY 2024 Proposed Budget.

Mr. Ramsey began his presentation with an overview of Ready to Work progress to date and year one takeaways. He went on to highlight changes in the FY 2023 Budget Re-estimate.

The adopted budget for FY 2023 was \$46.7M. The department is re-estimating operating expenses at \$22.3M for FY 2023, and is proposing \$35.1M for FY 2024.

Mr. Ramsey reviewed program changes for FY 2024, including the RTW Paid Internship pilot, the OJT & Incumbent Worker Training Pilot, and Apprenticeships.

Board members went into discussion about the presentation.

8. Briefing of the Pre-K4 SA Fiscal Year 2022 Financial Audit and related reports [Rene E. Gonzalez, CPA, Senior Partner, Garza/Gonzalez & Associates]

Rene Gonzalez, CPA, gave a brief report of the Pre-K 4 SA Fiscal Year 2022 Financial Audit and related reports.

Board members went into discussion about the audit report.

9. Briefing of results from Year 3 Independent Evaluation of the Gardendale Early Learning Program by Westat. [Emily Diaz, Westat Senior Research Associate; Lauren Decker Woodrow, Ph.D., Westat Senior Study Director]

This item will be moved to the May 9, 2023 Board of Directors meeting.

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, May 9, 2023 at 2:00 p.m. at the Pre K4 SA North Education Center.

Adjournment

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

Respectfully Submitted,

Elaine Mendoza, Chairperson

Rachel Dickens, Pre-K 4 SA