

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT
CORPORATION BOARD OF DIRECTORS**

MEETING MINUTES

Tuesday, May 9 2023

2:00 PM

PRE-K 4 SA NORTH EDUCATION CENTER

Members Present: Board Member Elaine Mendoza, Chair, *Mayoral*
Board Member Dr. Teresa Granillo, *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 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*

Members Absent:

Staff Present: Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Alex Lopez, *Assistant City Manager*; Larrisa Wilkinson, *Pre-K 4 SA Deputy CEO*; Daisy Castillo, *Pre-K 4 SA*; Michael Ramsey, *Workforce Development Office*; Eryanne Taft, *Pre-K 4 SA Shreya Shah, 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*; David Villarreal Jr, *Pre-K 4 SA*, Larry Rodriguez; *Pre-K 4 SA*; Paul Aleman, *Pre-K 4 SA*; Sandy Weser, *Pre-K 4 SA*; Tonda Brown, *Pre-K 4 SA*; Emily Diaz, *Westat*; Amy Contreras, *Workforce Development Office*; Katherine Pipoly, *Workforce Solutions Alamo Office*; Paula Cortez, *City Council District 10*; Marcos Mora, *Workforce Development Office*; Ana Salazar, *Workforce Development Office*; Lauron Fischer, *Workforce Development Office*; Molly Biglari, *Project Quest*; Norma Camacho, *Workforce Development Office*; Anamaria Suescan-Fast, *Talk Strategy*

Call to Order

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

1. Approval of minutes of the April 4th, 2023, Early Childhood Education Municipal Development Corporation Board of Directors Strategic Planning meeting.

Board Member Middleton moved to approve the minutes from the April 4th, 2023, meeting. Board Member 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 approval to negotiate and execute a contract with Assessment Intervention Management (AIM) to provide temporary nursing staffing services for Pre-K 4 SA for three years, with two one-year options to renew for a total contract value not to exceed \$250,000.00 [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**
4. **Board action to approve the purchase of required insurance from recommended companies to be determined for Pre-K 4 SA Property, Student Incident, and General Liability insurance, respectively, for the North, South, East, and West Education Centers with a total premium of approximately \$180,000.00 annually through July 1, 2025 for a total amount not to exceed \$360,000.00; the City of San Antonio provides coverage meeting the Workers' Compensation requirement [Paul Chapman, Pre-K 4 SA CEO]**
5. **Board action to approve an amendment to the professional services agreement with Bella Mattina, LLC, extending the term of the agreement to June 30, 2023, and increasing the total contract value to \$68,274.00. [Larrisa Wilkinson, Pre-K 4 SA Deputy CEO]**
6. **Board Action to ratify submission of the grant application to the Department of State Health Services to support the OLE! San Antonio coalition, authorize acceptance and appropriation of grant funds in the amount of \$38,500.00 for the grant term through September 30th, 2023, and approve acceptance of any future grant funds, if awarded, from the grantor [Sarah Baray, Ph. D., Pre-K 4 SA CEO]**

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

Briefing and Possible Action on the following items

7. **CEO Update to include new Board member introduction, B Session Debrief, Student Enrollment, Hiring, Safety & Security, partnership updates, promotion and outreach, and 2023-24 Board Meeting Calendar [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Dr. Sarah Baray began the CEO update by introducing the newly appointed District 1 Board Member, Dr. Teresa Granillo. Dr. Granillo currently serves as the CEO of AVANCE. She went on to provide an update on enrollment. To date, Pre-K 4 SA has received 5,929 applications and accepted 2,078 applications. Families will continue to be accepted over the summer and through the start of the school year to maintain full enrollment. A total of 201 applications have been received at Gardendale and 114 applications have been accepted. It is expected that Gardendale will reach full enrollment by the fall.

Dr. Baray reviewed preliminary schematic designs for the new South Building and notated that Pre-K 4 SA is working with the City Attorney's Office and HOLT Legal counsel to finalize the agreement. She mentioned the possibility of needed to execute an additional MOU up to \$500,000.00 to ensure the project stays on track while working to finalize the agreements.

Dr. Baray then shared an update on Safety and Security. Our new Safety and Security Manager has implemented a Safety and Security Committee to provide guidance regarding school safety initiatives. The Committee will help update and streamline the Crisis Management Plan and Continuity of Operations Plan, as well as discuss Campus safety. Committee participants will include school staff as well as specialists from the Office of Emergency Management, SAPD, and the FBI Joint Terrorism Task Force/SAFD.

Next, Dr. Baray discussed the petition that was brought forward by AFSCME and disseminated to City Council prior to our B Session meeting on April 18. This petition was not shared with Pre-K 4 SA leadership beforehand. Most of the concerns were related to staffing and had been addressed through the FY 2024 Budget. Although the petition indicated that 50% of staff signed, it was 17% of staff and was composed primarily of Assistant Teachers and Teacher Aides.

Dr. Baray went on to provide programmatic updates. The Gracias: Children are Citizens Art Auction raised \$5,720.00 for the Children's Bereavement Center. In addition, Pre-K 4 SA hosted a group of education leaders with the Texas Philanthropy Leadership Circle for an overview and tour at the Pre-K 4 SA north Education Center. Dr. Baray participated in a panel discussion at the Briscoe Museum as a part of their visit. She also highlighted Pre-K 4 SA's support for the city-wide Pre-K enrollment campaign in order to encourage enrollment into other pre-k programs throughout the city. This campaign is in partnership with Early Matters San Antonio. Pre-K 4 SA is providing staff from the enrollment team to answer the hotline and connect families with district contacts.

Regarding upcoming innovations, Pre-K 4 SA and Essence Prep have been working together as a part of our partnership to develop and implement community classrooms, in which Pre-K 4 SA would staff and administer a physical pre-k classroom on Essence Prep's campus as a demonstration classroom.

Dr. Shari Albright entered the meeting at 2:12 PM.

Dr. Baray then spoke on childcare support for Ready to Work. Pre-K 4 SA and the Workforce Development Office are working together to determine how to support childcare needs for participants in the Ready to Work program.

Board Chair Mendoza asked Dr. Baray to elaborate about the innovations. Dr. Baray provided a brief explanation about why these programs are considered innovative.

8. Briefing and Board action to adopt the Pre-K 4 SA Fiscal Year 2024 Annual Operating Budget, appropriation of funds, and Personnel Complement [Sarah Baray, Ph.D., Pre-K 4 SA CEO; Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]

Dr. Baray presented a briefing of the FY 2024 Proposed Annual Operating Budget. She stated that the proposed revenue is 90.6 million, which reflects an increase of what was presented

at the April 4 meeting due to receiving additional sales tax revenue. In addition, Pre-K 4 SA added 5 additional part time staff to support the extended day program for a total of 490 positions in the personnel complement. She then reviewed the financial forecast, which shows a favorable net ending balance of \$13.6 million by the end of the program's authorization.

Board members went into discussions about the forecast assumptions.

Board Member Perez moved to adopt the Pre-K 4 SA Fiscal Year 2024 Annual Operating Budget, appropriation of funds, and Personnel Complement. Board member Logan seconded the motion. Motion carried unanimously by those present.

9. Briefing and Board action to adopt the proposed SA: Ready to Work Fiscal Year 2024 Annual Operating Budget and Personnel Complement [Michael Ramsey, Workforce Development Office Director]

Mike Ramsey, Workforce Development Office Director, presented a briefing of the FY 2024 Annual Operating Budget for consideration. He began by highlighting the Ready to Work progress as of May 1st. He stated that Ready to Work Participants have seen a \$16/hr median wage increase after going through their training, which equates to more than \$33,280.00 annually.

He then spoke on the FY 2024 Proposed Allocation, which is \$35.2 million. The FY 2024 budget will support 12 FTE positions, as well as 3,888 applicants enrolled in an approved training program.

Mr. Ramsey then spoke of the next phase of the Ready to Work Program. Future programming will include an On the Job & Incumbent Worker Training Pilot, as well as a RWT Paid Internship Pilot.

Board member Logan moved to adopt the proposed SA: Ready to Work Fiscal Year 2024 Annual Operating Budget and Personnel Complement. Board member Perez seconded the motion. Motion carried unanimously by those present.

10. 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]

Emily Diaz of Westat began the presentation by reviewing the children and classroom samples for the student. She then reviewed results on Classroom Quality, Kindergarten and First Grade Readiness, and Early Literacy and Numeracy for Gardendale.

Board Members went into discussion about the types of assessment tools used this school year and considered potential additional assessments that may be beneficial in the future. Board Members also discussed the progress made at Gardendale and unique challenges the program has faced since its inception as an innovation center.

11. Board action to approve a professional services agreement with Bounceology, Inc. to provide consulting services for Pre-K 4 SA to support the development and implementation of a Consulting Enterprise model for a term of two years, with one, one-year option to renew for a total contract value not to exceed \$540,000.00. [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Dr. Baray provided a briefing on the Consulting Enterprise Professional Services Agreement. She highlighted the press coverage and national attention Pre-K 4 SA has received since the program's inception in 2013. In alignment with our 2022-29 Strategic Plan, Pre-K 4 SA aims to leverage its position as a national leader and expert in high-quality early learning and care to advance early childhood policy, research, and innovation. As such, Pre-K 4 SA staff identified a need for specialized consulting services to create a technical assistance center, in order to provide guidance to other communities interested in early learning. An RFP was released in December 2022, and Bounceology was awarded the contract. Dr. Baray noted the contract terms and key deliverables.

Board Members went into discussion about the need for Consulting Services for Pre-K 4 SA, and indicated they would like progress updates at each board meeting to track effective service delivery toward the creation of the technical assistance center.

Board Member Perez moved to approve a professional services agreement with Bounceology, Inc. to provide consulting services for Pre-K 4 SA to support the development and implementation of a Consulting Enterprise model for a term of two years, with one, one-year option to renew for a total contract value not to exceed \$540,000.00. Board Member Logan seconded the motion. Motion carried unanimously by those present.

12. Briefing and Board approval to negotiate and execute a contract with Star Shuttle, Inc. to provide student transportation services for Pre-K 4 SA for three years, with three, one-year options to renew with a total contract value not to exceed \$5,500,000.00. [Sarah Baray, Ph.D., Pre-K 4 SA CEO; Paul Chapman, Pre-K 4 SA COO]

Dr. Baray presented on the Transportation Services Contract. She reviewed the procurement timeline and highlighted the specific contract terms, as well as enhancements to the existing contract. In addition to maintaining current services, additional routes were added to support trips to the pool for Miss Tristan. Dr. Baray concluded her presentation by comparing the current contract pricing to the new contract pricing.

Board members went into a brief discussion about potential Transportation concerns.

Board Member Perez moved to provide Board approval to negotiate and execute a contract with Star Shuttle, Inc. to provide student transportation services for Pre-K 4 SA for three years, with three, one-year options to renew with a total contract value not to exceed \$5,500,000.00. Board Member Middleton seconded the motion. Motion carried unanimously by those present.

13. Briefing and Board approval to negotiate and execute a contract with the San Antonio Food Bank to provide student nutrition services and nutritional education services for Pre-K 4 SA for one year with four, one-year options to renew for a total contract value not to exceed \$19,685,763.00. [Sarah Baray, Ph. D., Pre-K 4 SA CEO; Paul Chapman, Pre-K 4 SA COO]

Dr. Baray spoke presented on the Nutrition Services Contract. She reviewed the procurement timeline and highlighted the specific contract terms, as well as enhancements to the existing contract. In addition to maintaining current services, Pre-K 4 SA is requesting the Food Banks support additional special dietary needs and serve meals purely family style. Dr. Baray concluded her presentation by comparing the current contract pricing to the new contract pricing. Board Members went into a brief discussion about the different aspects of working with the San Antonio Food Bank.

Board Member Middleton moved to provide Board approval to negotiate and execute a contract with the San Antonio Food Bank to provide student nutrition services and nutritional education services for Pre-K 4 SA for one year with four, one-year options to renew for a total contract value not to exceed \$19,685,763.00. 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, September 5, 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 4:01 pm.

Respectfully Submitted,

Elaine Mendoza, Chairperson

Rachel Dickens, Pre-K 4 SA