

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT
CORPORATION BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, APRIL 6, 2021
2:00 PM
VIDEOCONFERENCE**

Members Present: Board Member Elaine Mendoza, Chair, *Mayoral*
Board Member Brandon Logan, *District 2*
Board Member Joe De La Garza, *District 3*
Board Member Richard Perez, *District 4*
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. Gogi Dickson, *District 9*
Board Member Jan Kirby, *District 10*

Members Absent: Board Member Dr. Richard Middleton, *District 1*

Staff Present: Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Shreya Shah, *City Attorney's Office*; Troy Beaulieu, *City Attorney's Office*; Daisy Castillo, *Pre-K 4 SA*; Eryanne Taft, *Pre-K 4 SA*; Ashley White, *Thompson & Horton*; Paul Chapman, *Pre-K 4 SA*; Larrisa Wilkinson, *Pre-K 4 SA*

Also Present: Brad Davenport, *Pre-K 4 SA*; Joe De La Rosa, *Pre-K 4 SA*; Vickie Garza, *Pre-K 4 SA*; Tina Reck-Guerra, *Pre-K 4 SA*; Ruben Betancourt, *Pre-K 4 SA*; Jill Byrd, *Creative Noggin*; Amanda Davila, *Creative Noggin*; Samantha Wickwire, *District 10 Council Office*; Sheri Van Horsen, *AFSCME*

Call To Order

Chairwoman Mendoza called the meeting to order via video conferencing.

- 1. 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.

- 2. Approval of minutes of the March 23, 2021 Early Childhood Education Municipal Development Corporation Board of Directors Meeting**

Board member Perez moved to approve the minutes of the March 23, 2021 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Board member Logan seconded the motion. Motion carried unanimously by those present.

CEO Update

3. CEO Update to include State Legislature, technology, nutrition services, Gracias, partnership updates, and promotion and outreach [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Dr. Baray began her CEO update with enrollment. To date, nearly 1,500 applications have been received and are in-process for registration. She provided an overview of the tuition breakout for accepted families and highlighted that Pre-K 4 SA intends to create 500 tuition eligible seats for accepted families that fall between the target income gap category. More information will be brought to our next board meeting. The Center directors have put together a schedule of engagement activities for incoming SY 2021-22 families with events taking place over the next few months. Additionally, postcards are being mailed to incoming families welcoming them to the program, and encouraging them to post pictures on social media with a Pre-K 4 SA hashtag. New incoming families have also been automatically enrolled with the electronic books service VOOKS.

She continued with a technology update. A parent iPad survey was conducted in February to help us evaluate how devices are working for families and establish an updated inventory. Pre-K 4 SA has made some improvements to technology support to better assist families and staff with updates and troubleshooting, including offering on-site assistance during food distribution.

She then moved on to provide a nutrition services update, noting that we have continued to serve individual meals instead of family style due to COVID, and also continue providing weekly food distributions for remote families at the centers, and home deliveries to families without transportation. CHEF classroom demonstrations have resumed. We are currently exploring partnerships with existing summer food programs for this summer.

The opening of the Gracias art exhibit will take place on April 15 via a Facebook Live event at the West Education Center. The virtual art auction will be open for bidding from April 15 – 30. All bidding and payments will be conducted online. Pre-K 4 SA will offer shipping to those who would prefer to have their artwork shipped to them than pick up.

Dr. Baray also provided an update on Early Matters and the State Legislature. Priority bills have been passed out of committee, with the exception of the Cost of Quality Study. The launch of the Texas House Early Childhood Caucus was announced, and will be co-chaired by Diego Bernal and Angie Button. The regional Austin and San Antonio Early Matters groups are looking to meet with the newly formed Caucus in the near future.

Consent Agenda

- 4. Board action to approve an amendment to the agreement with Teaching Strategies, LLC, extending the term of the agreement for one additional year through June 30, 2022 [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

- 5. Board action to approve an amendment to the Westat independent evaluation contract, extending the term of the contract through November 30, 2021 [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Board member Guzman moved to approve consent agenda items 4 & 5. Board member Dickson seconded the motion. Motion carried unanimously by those present.

Individual Briefings

6. Briefing and Board action to approve the Pre-K 4 SA Fiscal Year 2022 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 and Daisy Castillo, Department Fiscal Administrator, presented the proposed FY 2022 Annual Operating Budget. FY 2022 Budget Assumptions included adjusted revenues to account for the impacts of COVID-19, and restoration of services and positions in preparation for post-COVID operations. The Budget also takes into consideration Pre-K 4 SA's promise to voters to continue to increase quality and expand access to serve more of San Antonio's youngest learners.

The FY 2022 Budget includes \$46,948,716.00 in revenue and \$45,884,267.00 in expenditures for a net-ending balance of \$1,064,449.00.

The FY 2022 personnel compliment proposes 447 employees, which represents an increase of 16 positions compared to FY 2021. This includes 4 Professional Development coaches, and 12 Assistant Teachers to support the Gardendale Early Learning Program. These positions would be funded through allocations from Competitive Grant awards. The proposed personnel complement also contains an efficiency, reducing 1 Nutrition Site Coordinator and adding 1 Senior Building Maintenance Supervisor.

Updates from the last board meeting included changes to the proposed personnel complement, a reduction to the City fee for IT Services and additional funding for capital improvement projects. Staff recommends the Board approve the Pre-K 4 SA Fiscal Year 2022 Annual Operating Budget, appropriation of funds, and Personnel Complement. With Board approval, Pre-K 4 SA will brief City Council in B Session on May 5, and will seek budget approval at A Session on May 13.

Board members went in to discussion regarding the conservative approach with revenue and expenditures.

Board member Logan moved to approve the Pre-K 4 SA Fiscal Year 2022 Annual Operating Budget, appropriations of funds, and Personnel Complement. Board member Albright seconded the motion. Motion carried unanimously by those present.

7. Briefing and Board action to approve amending the Creative Noggin contract to increase the contract value by \$650,000.00, bringing the total to \$3,250,000.00, and extending the contract to June 30, 2022 [Paul Chapman, Pre-K 4 SA Chief Marketing and Communication Officer]

Paul Chapman, Chief Marketing and Communication Officer, briefed the board on the amendment to extend the Creative Noggin Marketing Services contract. Pre-K 4 SA is currently working to release an RFP for marketing services, which is scheduled to be awarded in late August or early September. This creates a gap in services from when the current contract ends on June 30, 2021. This amendment represents no new monies or increase in budget. Pre-K 4 SA staff recommends

the Board approve amending the Creative Noggin contract to increase the contract value by \$650,000.00, bringing the total to \$3,250,000.00, and extending the contract to June 30, 2022.

Board members went into discussion regarding the planning of RFP processes and the bilingual media language.

Board member Albright moved to approve amending the Creative Noggin contract to increase the contract value by \$650,000.00, bringing the total to \$3,250,000.00, and extending the contract to June 30, 2022. Board member Hurley seconded the motion. Motion carried unanimously by those present.

8. Briefing and Board action to approve a Professional Services Agreement with HighScope Educational Research Foundation for professional development services and support materials for teachers in an amount not to exceed \$675,000.00 for a period of three years with five, one year renewal options [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Larrisa Wilkinson, Director of Professional Learning and Program Innovation, briefed the board on the proposed professional services agreement with HighScope. In 2017, Pre-K 4 SA adopted the HighScope approach as the instructional framework for guiding high-quality instruction in the classroom and professional learning for all teaching staff. Pre-K 4 SA has offered the HighScope Pre-School Curriculum Course (PCC) training to its own teachers, ensuring that teachers are equipped to implement the HighScope Preschool Curriculum with fidelity. Pre-K 4 SA also supports Competitive Grant awardee's use of the HighScope approach. HighScope Education Research Foundation products and services are research based and proprietary, and thus, cannot be replicated by another vendor nor can it be subcontracted. As such, the services and materials provided by Highscope were approved as an exception from the solicitation process in 2017.

Staff recommends the Board approve a Professional Services Agreement with HighScope Educational Research Foundation for professional development services and support materials for teachers in an amount not to exceed \$675,000.00 for a period of three years with five, one year renewal options.

Board members went into discussion regarding the competitive grant awardees. Board member Ramirez requested to see videos of Highscope implementation in our schools and our partners/grantees. This footage will be shown in a future Board meeting.

Board member Perez moved to approve the Professional Services Agreement with HighScope Education Research Foundation for professional development services and support materials for teachers in an amount not to exceed \$675,000.00 for a period of three years with five, one year renewal options. Board member Logan seconded the motion. Motion carried unanimously by those present.

Consideration of Future Meetings

9. The next meeting of the Board of Directors is scheduled to take place on Tuesday, May 11, 2021 at 2:00 p.m.

Adjournment

There being no further discussion, the meeting was adjourned at 3:02 p.m.

Respectfully Submitted,

Elaine Mendoza, Chairperson

Vickie W. Garza, Pre-K 4 SA