

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

**TUESDAY, FEBRUARY 2, 2016**

**2:00 P.M.**

**PRE-K 4 SA MEDIA BRIEFING ROOM**

**Members Present:** Boardmember Elaine Mendoza, Chair, *Mayoral*  
Boardmember Dr. Richard Middleton, *District 1*  
Boardmember Gloria Ramirez, *District 5*  
Boardmember Lucy Hall, *District 6*  
Boardmember Frances Guzman, *District 7*  
Boardmember Shari Albright, *District 8*  
Boardmember Dr. Gogi Dickson, *District 9*  
Boardmember Dr. Linda Foster, *District 10*

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**Members Absent:** Boardmember Pamela Ray, *District 2*  
Boardmember Major General Joe Robles, *District 3*  
Boardmember Richard Perez, *District 4*

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**Staff Present:** Peter Zanoni, *Deputy City Manager*; Edward Guzman, *City Attorney's Office*; Kathy Bruck, *Pre-K 4 SA Chief Executive Officer*; Alfredo Martinez, *Pre-K 4 SA Department Fiscal Administrator*

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**Also Present:** Ana Acevedo, *CoSA Education Policy Administrator*; Don Barfield, *President, Edvance Research Inc*; Gay Lamey, *OTR, PMP, Vice President, Operations, Edvance Research Inc*; Josh Brannon, *Office of Management and Budget*; Debbie Klein, *City Attorney's Office*; William Davenport, *Pre-K 4 SA*; Andrea De La Garza, *Pre-K 4 SA*; Sarah Perez, *Pre-K 4 SA*; Vickie W. Garza, *Pre-K 4 SA*

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### **Call To Order**

Chairwoman Mendoza called the meeting to order.

**1. Approval of minutes of the December 15, 2015 Early Childhood Education Municipal Development Corporation Board of Directors Meeting.**

Boardmember Hall moved to approve the minutes of the December 15, 2015 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Boardmember Dickson seconded the motion. Motion carried unanimously by those present.

**2. Citizens to be Heard [Interested speakers will have 3 minutes to address Pre-K 4 SA board on Pre-K 4 SA related matters]**

There were no citizens to speak.

### **Consent Agenda**

**3. Consideration to amend the memorandum of understanding between Pre-K 4 SA and the San Antonio Arts Fund to support the development of an affiliation for San**

**Antonio with Wolf Trap's Institute for Early Learning Through the Arts [Kathy Bruck, Pre-K 4 SA CEO]**

**Individual Briefings**

- 4. Briefing and Board Consideration to accept the FY 2016 Six Plus Six Financial Report and approve an updated personnel complement for FY 2016 by adding two positions for the Competitive Grants program [Kathy Bruck, Pre-K 4 SA CEO; Alfredo Martinez, Pre-K 4 SA Department Fiscal Administrator]**

Mr. Martinez provided a briefing of the FY 2016 Six Plus Six Financial Report and an updated personnel complement for FY 2016 by adding two positions.

- Six Plus Six Financial Report
  - 2016 Adopted Budget
  - 2016 Revenue Estimates
  - 2016 Expenditure Estimates
- Personnel Complement
- Conclusion & Recommendation

Boardmember Middleton asked how the revenue is generated based on a percentage of estimates. Mr. Martinez responded that sales tax revenue originates in the Office of Management & Budget with various synopses from the first few months of the calendar year to determine the budget beforehand.

Boardmember Hall inquired from Ms. Bruck about how students qualify for transportation. Ms. Bruck explained that if students can reach a depot they can use the bus transportation.

Boardmember Ramirez requested a brief summary of the two grant positions and what the roles will be. Ms. Bruck explained the workload for grants including a number of projects to fulfill along with professional developmental coaching. Ms. Bruck also noted that childcare centers will not receive funds to support staffing as these Pre-K 4 SA positions would alleviate the work load for childcare centers. There will be a total of four team members for the Grants Division.

Boardmember Albright entered in to the meeting at this time.

Boardmember Middleton mentioned he would like to discuss the decline of students from the school districts compared with students from non-participating school districts. Deputy City Manager Zanoni offered to provide an analysis after enrollment for the 2016-17 school year concludes.

Boardmember Middleton moved to approve the FY 2016 Six Plus Six Financial Report and updated personnel complement for FY 2016 by adding two positions for the Competitive Grants program. Boardmember Foster Seconded the motion. Motion carried unanimously by those present.

**CEO Report**

- 5. Pre-K 4 SA CEO Report to include updates for the 2016-17 Competitive Education Grants, 2016-17 student enrollment, Edvance acquisition, and Zoo School collaboration [Kathy Bruck, Pre-K 4 SA CEO]**

Ms. Bruck, Pre-K 4 SA CEO provided a briefing of operations of the following:

- 2016-17 Competitive Grants
- 2016-17 Student Enrollment
  - As of February 2, 2016, 485 applications have been received, consistent with the previous year.
- Edvance Acquisition
- Zoo School Collaboration

Ms. Bruck gave a briefing on the Competitive Grants process including the review of applications and allocation of funds. Grantee recommendations will be presented to the Board of Directors at a Board Work Session on March 29, which will be an open meeting, may have some of the grantees to speak, and will give the board opportunity to review. Staff will seek full Board approval of recommendations during the April Board Meeting. Contracts for approved grantees will begin on July 1.

City Attorney Guzman reiterated the process of ethics compliant for solicitations including the “black-out” period and process requirements for Board members.

### **Executive Session**

**6. Discuss legal issues related to policies regarding student supervision pursuant to Texas Government Code Section 551.071.**

Chairwoman Mendoza recessed the Early Childhood Education Municipal Development Corporation Board of Directors Meeting into Executive Session at 3:00 pm. She reconvened the meeting at 3:26 pm and announced that no action had been taken in Executive Session.

### **Consideration of Future Meetings**

**7. The next meeting of the Board of Directors meeting is scheduled to take place on Tuesday, March 29, 2016 at 2:00 pm.**

### **Adjournment**

**There being no further discussion, the meeting was adjourned at 3:28 p.m.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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*Vickie W. Garza,  
Pre-K 4 SA*