

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

**TUESDAY, MAY 19, 2015**

**2:00 P.M.**

**MUNICIPAL PLAZA BUILDING ROOM B**

**Members Present:** Boardmember Elaine Mendoza, Chair, *Mayoral*  
Boardmember Dr. Richard Middleton, *District 1*  
Boardmember Pamela Ray, *District 2*  
Boardmember Gloria Ramirez, *District 5*  
Boardmember Lucy Hall, *District 6*  
Secretary Dr. John Folks, *District 7*  
Boardmember Comelia Black, *District 9*  
Boardmember Dr. Linda Foster, *District 10*

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**Members Absent:** Boardmember Major General Joe Robles, *District 3*  
Boardmember Richard Perez, *District 4*  
Boardmember Dr. Shari Albright, *District 8*

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**Staff Present:** Sheryl Sculley, *City Manager*; Peter Zaroni, *Deputy City Manager*;  
Errol Reid, *City Manager's Office*; Edward Guzman, *City Attorney's Office*;  
Kathy Bruck, *Pre-K 4 SA Chief Executive Officer*;  
Alfredo Martinez, *Pre-K 4 SA Department Fiscal Administrator*;  
Martha Lambaria, *Pre-K 4 SA*

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**Also Present:** Santos Fraga Jr. *CPA, Partner, Padgett Stratemann & Co.*; Marc  
Sewell, *CPA, Senior Manager, Padgett Stratemann & Co.*; Lauren  
Decker, *Ph.D., Edvance Research Inc. Senior Researcher*; Ana  
Acevedo, *CoSA Education Policy Administrator*; William Davenport,  
*Pre-K 4 SA*; Andrea De La Garza, *Pre-K 4 SA*

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**Call To Order**

Chairwoman Mendoza called the meeting to order.

**1. Re-approval of minutes of the March 3, 2015 and approval of minutes of the April 7, 2015 Early Childhood Education Municipal Development Corporation Board of Directors Meeting**

Boardmember Foster moved to re-approve the minutes of the March 3, 2015 and approve the minutes of the April 7, 2015 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Boardmember Folks 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 present to speak.

Boardmember Ray moved to approve Items 3, 4, 5 and 6 under Consent Agenda. Boardmember Middleton seconded the motion. Motion carried unanimously by those present.

### **Consent Agenda**

- 3. Re-approval of the following items approved by the Board at the April 7, 2015 Board meeting:**
  - a. Possible Board action to approve a contract with Region 20 for student enrollment and attendance software through August 31, 2021 in an amount not to exceed \$158,797.50 [Kathy Bruck, Pre-K 4 SA CEO]**
  - b. Possible Board approval for Pre-K 4 SA to renew the current contract with McGriff, Seibels & Williams of Texas, Inc. for consulting and insurance brokerage service through September 30, 2015 with annual compensation not to exceed \$27,500.00 and monthly compensation not to exceed \$2,291.66 [Kathy Bruck, Pre-K 4 SA CEO]**
  - c. Possible Board approval for Pre-K 4 SA to renew and revise the current contract for speech therapy services with Assessment, Intervention, and Management through May 31, 2018 in an amount not to exceed \$180,000.00 [Kathy Bruck, Pre-K 4 SA CEO]**
- 4. Possible Board action to approve the recommended insurance company, Markel American Insurance Company, for Property, Casualty, Director and Officers insurance for the North, South, East and West Education Centers with total premium of approximately \$100,000.00 [Kathy Bruck, Pre-K 4 SA CEO]**
- 5. Possible Board action to approve a contract with Visual Innovations for maintenance services for Smart Boards in an amount not to exceed \$35,000.00 [Kathy Bruck, Pre-K 4 SA CEO]**
- 6. Possible Board action to approve for Pre-K 4 SA to amend the current contract for support curriculum with Teaching Strategies, LLP from \$78,098.05 to \$105,000.00 and to exercise a one-year renewal to last through June 30, 2016 [Kathy Bruck, Pre-K 4 SA CEO]**

### **Individual Briefings**

- 7. Briefing and Board discussion of the Pre-K 4 SA financial audit engagement that will be managed by Padgett, Stratemann and Co. for the 2015 fiscal year beginning on July 1, 2014 and ending June 30, 2015 [Santos Fraga Jr. CPA, Partner; Marc Sewell, CPA, Senior Manager, Padgett Stratemann & Co]**

Santos Fraga Jr., CPA, Partner, Padgett, Stratemann & Co. introduced Marc Sewell, CPA, Senior Manager, Padgett Stratemann & Co. Mr. Sewell provided a briefing and discussion of the Pre-K 4 SA financial audit engagement that will be managed by Padgett, Stratemann and Co. for the 2015 fiscal year beginning July 1, 2014 and ending June 30, 2015. He presented the following highpoints:

- Governance Required Communication
- Audit Scope and Deliverables

Boardmember Middleton asked who the City contact was for assisting with the audit. Mr. Sewell confirmed that Alfredo Martinez, Pre-K 4 SA Department Fiscal Administrator (DFA) and finance employees would assist with the audit process. Boardmember Middleton noted that there would be a significant amount of legislation regarding Pre-K 4 SA and asked for their support. Mr. Sewell stated that they would assist and be available to Pre-K 4 SA. Mr. Sewell noted that his point of contact (POC) information could be found on the presentation. Chairwoman Mendoza thanked Mr. Sewell and Mr. Fraga for their work.

#### **8. Staff briefing on efforts by Edvance to obtain kindergarten readiness data for the Pre-K 4 SA independent evaluation [Kathy Bruck, Pre-K 4 SA CEO]**

Kathy Bruck, Pre-K 4 SA CEO updated the Board regarding obtaining kindergarten readiness data for the Pre-K 4 SA Independent Evaluation. She reported that Edvance would send a public information request to Texas Education Agency (TEA) the following morning.

Boardmember Middleton thanked Edvance for their work.

Lauren Decker, Ph.D., Edvance Research Inc. Senior Researcher expanded on the process used to submit the Public Information Request to obtain data from TEA. She reiterated that the process with TEA would begin in the morning and that TEA should have a response regarding the request within a week.

#### **9. Pre-K 4 SA Update to include a student enrollment update [Kathy Bruck, Pre-K 4 SA CEO]**

Ms. Bruck provided Pre-K 4 SA updates to include the following:

- Pre-K 4 SA Program Report
- Program Standards Overview
  - Morning Meeting Overview
  - Morning Meeting Structure
  - Morning Meeting Video Clip
- Morning Meeting Academic Skills
- Morning Meeting Executive Function Skills
- Morning Meeting Professional Development

Boardmember Hall asked of paraprofessional turnover rate. Ms. Bruck confirmed that eight employees left Pre-K 4 SA and three were promoted to teacher positions last year.

Boardmember Ramirez asked if the classes were hand selected for the Morning Meeting Video Clips. Ms. Bruck stated that the classes were chosen at random. Boardmember Ramirez discouraged using stick figures in the classroom and suggested that cues to raise hands be taught to students that wanted to answer questions.

Ms. Bruck continued with the following updates:

- Enrollment
  - Applications Received by ISD

Boardmember Folks asked for the status of Judson ISD. Ms. Bruck stated that the Judson Superintendent of Schools had not been able to meet with Pre-K 4 SA to date.

Boardmember Middleton asked of slots available for North East ISD. Ms. Bruck stated that said students had requested to attend North and East Centers.

Boardmember Ramirez asked if Judson ISD students would enroll as lottery. Ms. Bruck clarified that said students were eligible as tuition and noted that the lottery was over for this forthcoming year.

Chairwoman Mendoza asked if Pre-K 4 SA was prioritizing based on eligibility. Ms. Bruck confirmed that eligible students were the priority. She reported that potentially eligible students from non-participating districts could only attend as tuition students. Additionally, low income, eligible students from non-participating districts were referred to as ‘scholarship’ students and generally paid only 1% tuition.

Ms. Bruck proceeded with the following updates:

- Impact of CSHB 4 on Pre-K 4 SA
  - Funding
  - Requirements for districts to Receive Funding
  - Requirements for Teachers
- Requirements for Family Engagement
- Districts may contract with Eligible Private Providers

Ms. Bruck noted that Pre-K 4 SA North and South Education Centers plan to be NAEYC accredited this year and that the East and West Education Centers would follow.

Boardmember Middleton asked if the Private School Accreditation was part of TEA or separate. Ms. Bruck explained that Private School Accreditation was a separate commission.

Ms. Bruck continued with the following CSHB 4 updates:

- CSHB 4 Does Not Address
  - Full Day
  - Class size maximum
  - Adult: Child Ratio

Boardmember Ray confirmed that there was an amendment made to the student/teacher ratio.

Chairwoman Mendoza spoke of the perception that if CSHB 4 was passed there would not be a need for Pre-K 4 SA. She asked Ms. Bruck for highpoints to justify the need for Pre-K 4 SA.

Ms. Bruck expanded on the importance of the following highpoints:

- Full Day
- Class size maximum
- Adult: Child Ratio
- Range of ability levels

Chairwoman Mendoza asked who would take advantage of the program legislature. Ms. Bruck stated that ISDs with half day Pre-K would benefit from the legislature.

Discussion ensued regarding CSHB 4.

Boardmember Ray stated that a CSHB 4 issue was the importance of data collection for showing results.

Boardmember Middleton reiterated the potential growth for Pre-K 4 SA.

Boardmember Folks asked of the average daily attendance (ADA) per child. Ms. Bruck replied that Pre-K 4 SA received approximately 90% of the .5 day ADA earned by participating ISD's for eligible students.

Chairwoman Mendoza emphasized the importance of understanding CSHB 4. She asked of concerns regarding Pre-K 4 SA's seven partnering ISDs leaving the program or being penalized for not applying for the grants. Ms. Bruck stated that she did not foresee concern at this time.

Boardmember Middleton asked of funding timeline. Ms. Bruck confirmed that funding would be available in 2016/2017.

Ms. Bruck offered to keep the Board informed of CSHB 4, as updates were available.

Ms. Bruck spoke of Professional Development and provided an update regarding Pre-K 4 SA Summer Academy.

### **Consideration of Future Meetings**

**10. The next meeting of the Board of Directors meeting is scheduled to take place on Tuesday, August 4, 2015 at 2:00 pm.**

### **Adjournment**

There being no further discussion, the meeting was adjourned at 3:05 p.m.

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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*Martha G. Lambaria*  
*Pre-K 4 SA*