

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

**TUESDAY, NOVEMBER 15, 2016**

**2:00 PM**

**MUNICIPAL PLAZA ROOM B**

**Members Present:** Board Member Elaine Mendoza, Chair, *Mayoral*  
Board Member Dr. Richard Middleton, *District 1*  
Board Member Pamela Ray, *District 2*  
Board Member Gloria Ramirez, *District 5*  
Board Member Lucy Hall, *District 6*  
Board Member Frances Guzman, *District 7*  
Board Member Dr. Shari Albright, Secretary, *District 8*  
Board Member Phillip Thomson, *District 10*

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**Members Absent:** Board Member Major General Joe Robles, *District 3*  
Board Member Richard Perez, *District 4*  
Board Member Dr. Gogi Dickson, *District 9*

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**Staff Present:** John Peterek, *City Manager's Office*; Edward Guzman, *City Attorney's Office*; Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Brad Davenport, *Pre-K 4 SA*; Paul Chapman, *Pre-K 4 SA*

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**Also Present:** Andie Rodriguez, *Pre-K 4 SA*; Alfredo Martinez, *Pre-K 4 SA*; Vickie Garza, *Pre-K 4 SA*; Sarah Perez, *Pre-K 4 SA*; Ana Acevedo, *City of San Antonio Education Policy*; Brooke Haley, *Creative Noggin*; Susan Golla, *McGriff, Seibels & Williams Inc.*

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**Call To Order**

Chairwoman Mendoza called the meeting to order.

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

There were no citizens to be heard at this time.

2. Approval of minutes of the October 4, 2016 Early Childhood Education Municipal Development Corporation Board of Directors Meetings

Board Member Thomson moved to approve the minutes of the October 4, 2016 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Board Member Hall seconded the motion. Motion carried unanimously by those present.

## **Consent Agenda**

3. Briefing and Board approval of a three-year contract with two one-year extensions with RSM US LLP to provide independent audit and related services for a total contract value not to exceed \$177,000 [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Board Member Ray entered into the meeting at this time.

Board Member Middleton moved to approve Item 3 under the Consent Agenda. Board Member Guzman seconded the motion. Motion carried unanimously by those present.

## **CEO Update**

4. CEO Update to include the Pre-K 4 SA Outdoor Learning spotlight, the status of the independent evaluation, a debrief on the New York City Learning Lab, and communications update [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Dr. Baray presented an update on the Outdoor Learning spotlight including curriculum and professional learning. Dr. Baray discussed the independent evaluation and events happening at Pre-K 4 SA. The Board reviewed a video of the outdoor learning that will be used to showcase the program focus.

Mr. Chapman, Communications Manager presented an update on marketing to include branding and media efforts.

## **Individual Briefings**

5. Briefing and Board authorization to appropriate approximately \$1,362,021 for the East Center Hail Damage Renovation Project, accept funds from Markel Insurance Company in the amount of approximately \$1,249,561 for repairs related to hail damage at the East Education Center, authorization of a construction contract with Straight Line Management, LLC in the amount of approximately \$1,249,561 for repairs to the air conditioning units, metal pergola, metal breezeway cover, and roof at the East Education Center, and authorization to award payment in the amount of approximately \$112,461 to the City of San Antonio's Transportation and Capital Improvements Department for Construction Project Management Services [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Dr. Baray introduced Mr. Davenport, Assistant to the CEO to provide a briefing on hail damage repairs at the East Education Center. Mr. Davenport gave a presentation requesting for the Board to approve the acceptance of funds for repairs, funds awarded to Straight Line Management, LLC, and authorization for Pre-K 4 SA to pay City of San Antonio's Transportation and Capital Improvements Department for payment for project management services.

Board Member Guzman moved to approve Item 5 under the Individual Briefings. Board Member Middleton seconded the motion. Motion carried unanimously by those present.

6. Briefing and Board approval of a construction contract with Henock Construction, LLC in the amount of \$325,000 for the construction of approximately 5,000 square

feet of additional playground area and a 50 space parking lot for the West Education Center [Razi Hosseini, Transportation and Capital Improvements Assistant Director]

Mr. Hosseini briefed the Board on the construction for the West Education Center playground expansion and additional parking spaces.

Dr. Baray discussed details of the timeframe and logistics of construction.

Board Member Hall moved to approve Item 6 under Individual Briefings. Board Member Ramirez seconded the motion. Motion carried unanimously by those present.

7. Briefing and Board approval for Pre-K 4 SA to accept a grant from The USAA Foundation in an amount not to exceed \$50,000 to be utilized for continued work with Wolf Trap [Sarah Baray, Ph.D., Pre-K 4 SA CEO]

Dr. Baray briefed the Board for approval to accept grant funds from USAA Foundation. Dr. Baray presented plans for using the funding.

Board Member Ray moved to approve Item 7 under Individual Briefings. Board Member Middleton seconded the motion. Motion carried unanimously by those present.

#### **Consideration of Future Meetings**

8. The next meeting of the Board of Directors meeting is scheduled to take place on Tuesday, January 17, 2017 at 2:00 pm.

#### **Adjournment**

**There being no further discussion, the meeting was adjourned at 3:45 pm.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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