

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

**TUESDAY, FEBRUARY 7, 2017
2:00 PM
MUNICIPAL PLAZA BUILDING, B ROOM**

Members Present: Board Member Elaine Mendoza, Chair, *Mayoral*
Board Member Pamela Ray, *District 2*
Board Member Richard Perez, *District 4*
Board Member Lucy Hall, *District 6*
Board Member Frances Guzman, *District 7*
Board Member Dr. Shari Albright, Secretary, *District 8*
Board Member Dr. Gogi Dickson, *District 9*

Members Absent: Board Member Dr. Richard Middleton, *District 1*
Board Member Major General Joe Robles, *District 3*
Board Member Gloria Ramirez, *District 5*
Board Member Phillip Thomson, *District 10*

Staff Present: Peter Zaroni, *Deputy City Manager*; Edward Guzman, *City Attorney's Office*; Caroline Cho, *City Attorney's Office*; Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Rod Rubbo, *Wolf Trap*; Krista Solie, *Pre-K 4 SA*; Brad Davenport, *Pre-K 4 SA*; Alfredo Martinez, *Pre-K 4 SA*; Paul Chapman, *Pre-K 4 SA*

Also Present: Larrisa Wilkinson, *Pre-K 4 SA*; Andrea Rodriguez, *Pre-K 4 SA*; Adriana Becerra, *Pre-K 4 SA*; Vickie Garza, *Pre-K 4 SA*; Sarah Perez, *Pre-K 4 SA*; Brooke Haley, *Creative Noggin*;

Education Presentation

3. Briefing of the Wolf Trap Institute and the partnership with Pre-K 4 SA [Rod Rubbo, President and CEO, The Arts Fund]

Dr. Baray gave a brief introduction of the national Wolf Trap program. Mr. Rubbo presented an overview of the partnership between Wolf Trap San Antonio and Pre-K 4 SA. Mr. Rubbo indicated the partnership with Pre-K 4 SA was instrumental in bringing Wolf Trap to San Antonio, and, in particular, to early childhood classrooms in San Antonio area school districts.

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.

Board Member Albright entered into the meeting at this time.

2. Approval of minutes of the January 17, 2016 Early Childhood Education Municipal Development Corporation Board of Directors Meeting

Board Member Perez moved to approve the minutes of the January 17, 2016 Early Childhood Education Municipal Development Corporation Board of Directors Meeting. Board Member Albright seconded the motion. Motion carried unanimously by those present. The Board agreed to enter into the Executive Session at the end of the meeting.

Consent Agenda

5. **Briefing and Board approval of amendments to the following contacts for speech therapy services based on actual clients' needs [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**
- a. **Increase the total dollar value of a contract with Assessment, Intervention & Management LLC from \$180,000 to \$350,000**
 - b. **Increase the total dollar value of a contract with Ability Homecare Inc., from \$150,000 to \$200,000**

Board Member Perez moved to approve the Consent Agenda. Board Member Guzman seconded the motion. Motion carried unanimously by those present.

CEO Update

6. **CEO Update to include a briefing on curriculum, operations, and research [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Dr. Baray briefed the Board on enrollment for 2017-18, Community Open Houses, and Upcoming Events. Dr. Baray reported that 1,035 families had been accepted out of the 1,086 applications received since enrollment opened on February 1. Community Open Houses were held at the East and South Education Centers. Additional Open Houses will be held in March. Dr. Baray shared a list of upcoming presentations she will be making about Pre-K 4 SA to community groups such as the Oaks Club and the North San Antonio Chamber of Commerce.

Individual Briefings

7. **Briefing and action regarding updates and revisions to the Pre-K 4 SA tuition policy [Brad Davenport, Pre-K 4 SA Assistant to the CEO]**

Mr. Davenport gave a briefing with considerations to approve updates to three components to the Pre-K 4 SA tuition policy, which included adjusting the tuition payment schedule from 10 payments to 9, eliminating an unintended penalty for families of 2 or 3 within the sliding scale tuition calculation, and providing scholarships for qualifying families in non-participating school districts.

Mr. Davenport shared that under the current tuition payment schedule, the final payment (10th) is due within the last week of school, which makes collecting the final payment difficult. Reducing the number of tuition payments to 9 will allow Pre-K 4 SA to schedule the final tuition payment at the end of April, allowing more time to collect payments.

Mr. Davenport reported that the sliding scale tuition calculator follows the Texas Food Program (TFP) reimbursement rate structure, which is based on a household size of 4. As a result, families with fewer than 4 members pay slightly above 1%, 2%, 3%, or 4%. The recommended change would set the rate at 1%, 2%, 3%, or 4% for households of 2-4. Families larger than 4 would continue to receive a reduced rate based on household size.

Board discussed how changes will better serve families.

Board Member Perez motioned to approve and accept tuition policy updates. Board Member Guzman seconded the motion. Motion carried unanimously by those present.

8. **Briefing and action to accept the FY 2017 Six Plus Six Financial Report [Sarah Baray, Ph.D., Pre-K 4 SA CEO; Alfredo Martinez, Pre-K 4 SA Department Fiscal Administrator]**

Mr. Martinez presented the current and projected financial report for FY 2017 for Pre-K 4 SA.

Board Member Guzman motioned to approve and accept FY2017 Six Plus Six Financial Report. Board Member Dickson seconded the motion. Motion carried unanimously by those present.

9. **Briefing of the reorganization of the Family Engagement Division following the independent evaluation [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Dr. Baray summarized the results of the independent evaluation of the family engagement program presented at the previous Board meeting and presented a plan for reorganizing the family engagement program to better serve students and families through a comprehensive social and emotional learning model coupled with family engagement and outreach. Dr. Baray reported that the plan was developed in consultation with experts in the field of social-emotional learning and would include a Social and Emotional Support Team comprised of a school psychologist, school counselors, play therapists, and behavior specialists working in collaboration with a Family Specialist and parent liaisons. Dr. Baray indicated the plan is still in the early stages of development.

Board requested more information about how the program would be assessed and when the reorganization would take effect. Dr. Baray indicated updates will be included in future Board meetings.

10. **Briefing of Competitive Grants performance metrics, timeline for renewal and new Request for Proposals, and Evidence Based Showcase [Krista Solie, Pre-K 4 SA Grants Manager]**

Ms. Solie gave an informative briefing on the competitive grants performance metrics, timeline for renewal and new request for proposals and evidence based showcase.

Chairwoman Mendoza motioned to carry item 11 under individual briefings to next month's meeting due to running out of time this meeting.

11. **Briefing of qualitative awareness findings and qualitative learnings to be utilized in**

the development of communications strategies and messaging [Paul Chapman, Pre-K 4 SA Communications Manager]

Executive Session

- 4. Discuss legal issues relating to insurance claims pursuant to Texas Government Code Section 551.071 (consultation with attorney).**

Chairwoman Mendoza recessed the Early Childhood Education Municipal Development Corporation Board of Directors Meeting into Executive Session at 3:41 pm. She reconvened the meeting at 3:56 pm and announced that no action had been taken in Executive Session.

Consideration of Future Meetings

- 12. The next meeting of the Board of Directors meeting is scheduled to take place on Tuesday, March 7, 2017 at 2:00 pm.**

Adjournment

There being no further discussion, the meeting was adjourned at 3:56 pm.

Respectfully Submitted,

Elaine Mendoza, Chairperson

Vickie W. Garza, Pre-K 4 SA