

**EARLY CHILDHOOD EDUCATION MUNICIPAL DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, APRIL 28, 2020  
2:00 PM  
VIDEOCONFERENCE**

**Members Present:** Board Member Elaine Mendoza, Chair, *Mayoral*  
Board Member Dr. Richard Middleton, *District 1*  
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*

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**Members Absent:** Board Member Vacant, *District 10*

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**Staff Present:** Sarah Baray, Ph.D., *Pre-K 4 SA Chief Executive Officer*; Carlos Contreras, *Assistant City Manager*; Edward Guzman, *City Attorney's Office*; Shreya Shah, *City Attorney's Office*; Chelsea Mikulencak, *City Attorney's Office*; Samantha Diaz, *City Manager's Office*

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**Also Present:** Eryanne Taft, *Pre-K 4 SA*; Vickie Garza, *Pre-K 4 SA*; Brad Davenport, *Pre-K 4 SA*; Paul Chapman, *Pre-K 4 SA*; Larrisa Wilkinson, *Pre-K 4 SA*; Jill Byrd, *Creative Noggin*;

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### **Call To Order**

Chairwoman Mendoza called the meeting to order via telephone conferencing.

**1. Public Comments [Interested speakers will have 3 minutes to address the Pre-K 4 SA Board on Pre-K related matters]**

There were no public comments to be heard.

**2. Approval of minutes of the March 3, 2020 and March 26, 2020 Early Childhood Education Municipal Development Corporation Board of Directors Meetings**

Board member Perez moved to approve the minutes of the March 3, 2020 and March 26, 2020 Early Childhood Education Municipal Development Corporation Board of Directors Meetings. Board Member Logan seconded the motion. Motion carried unanimously by those present.

### **CEO Update**

**3. CEO Update to include community response efforts and school closures [Sarah Baray, Ph.D., Pre-K 4 SA CEO]**

Dr. Baray began her CEO update with an overview of Pre-K 4 SA community response efforts since Pre-K 4 SA Education Centers closed in response to the COVID-19 Stay at Home orders. Information was shared at a recent City Council Meeting regarding how Pre-K 4 SA has transitioned in a matter of days from normal business to online support and instruction for students and families. In addition, all Pre-K 4 SA staff has been assisting with food distributions at the education centers and the San Antonio Food Bank Mega Distribution sites. The team has sorted more than 68,000 pounds of food and distributed over 14,000 boxes of food. The competitive grants team has reached out to the child development centers that were having trouble getting supplies to coordinate purchase and delivery of essential items. Social emotional support has been offered to families, and teachers have been in touch with students and families daily. Online learning has been set up through our professional learning team to facilitate work with the school districts and ensure professional learning continues to move forward. She briefed the Board on Governor Abbott's announcement to extend school closures until the end of the school year. Additionally, she noted that Pre-K 4 SA is offering instructional support to families with lessons and supplies to continue remote learning from home. A web-based resource center with video lessons and activities has been set up on the Pre-K 4 SA website for families and teachers to use. The team has also conducted outreach to families in need of technical support to keep their student engaged with their teacher. Responses from families and students have been great. Students are sending thank you notes to their teachers. Dr. Baray finished her update with the next steps for end of year celebration and summer programming.

Board members went into discussion with praise and gratitude to Pre-K 4 SA's leadership in their commitment to the students and community.

Dr. Baray ended the update by noting that registration for FY 2021 has transformed to be completely online.

Board member Perez left the meeting at this time.

**4. Briefing of the FY 2020 Financial Report & Budget Re-estimate and Board work session/discussion on proposed Pre-K 4 SA FY 2021 Annual Operating Budget [Sarah Baray, Ph.D., Pre-K 4 SA CEO, Daisy Castillo, Pre-K 4 SA Department Fiscal Administrator]**

Dr. Baray began the briefing with a review of the adopted budget for FY 2020, including both revenue and appropriations. The FY 2020 Adopted Budget Fund Balance was projected to begin at \$5.8 million and end at \$2.7 million. She also provided FY 2020 budget re-estimates for the first 9 months of the year, which showed savings of \$1.8 million. However, budget re-estimates following the impact of COVID-19 resulted in a projected loss in sales tax totaling 9.3%, or \$3.5 million. To absorb this loss in revenue, programmatic adjustments were made for the remainder of FY 20 including reductions in food service, transportation, supplies and materials. Additionally, there were savings in personnel from vacancies in Professional learning and a hiring freeze for all vacant positions.

Assistant City Manager Contreras joined the meeting at this time.

Board Members went into discussion regarding tuition students, scholarship students, and upcoming school year qualifications.

The board went into executive session at 2:55 p.m.

The board returned from executive session at 3:24 p.m.

City Attorney Guzman left the meeting at this time.

Dr. Baray continued the meeting by moving into the FY21 Budget Work Session. She began with FY 21 Budget Assumptions, which included a projected additional \$3 million loss in sales tax in FY21. Given the sales tax reduction, the revised 8-year program financial forecast will include a freeze on vacant positions, adjusted expenses, reductions in contractual services and some form of Competitive grants. These changes will result in a net zero fund balance by the end of the 8-year program authorization. Staff plans to bring additional information regarding the FY 21 Budget to the May meeting.

Board members did not have any questions regarding this item.

### **Consideration of Future Meetings**

- 5. The next meeting of the Board of Directors is scheduled to take place on Tuesday, May 19, 2020 at 2:00 p.m.**

### **Adjournment**

**There being no further discussion, the meeting was adjourned at 3:40 p.m.**

*Respectfully Submitted,*

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*Elaine Mendoza, Chairperson*

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