



TEJANO CENTER FOR COMMUNITY CONCERNS, INC.

Raul Yzaguirre Schools for Success

Tejano Center for Community Concerns, 2950 Broadway St., Houston, TX 77017
Phone: 713-640-3700 FAX: 713-644-6232 www.tejanocenter.org

“The mission of the Tejano Center for Community Concerns is to develop education, social, health, and community institutions that empower families to transform their lives.”

PUBLIC NOTICE

Meeting Agenda for Wednesday, January 24, 2024

Notice is hereby given that the Board of Directors of Tejano Center for Community Concerns, Inc., (Tejano Center) will hold its regular meeting on Wednesday, January 24, 2024, 12:00 PM. This meeting is open to the public, and community input is welcomed during the time designated for public comment. It is the intent of the Tejano Center to have, and the meeting will have, a quorum and presiding officer. If a member of the public can provide testimony or otherwise wishes to participate in the meeting when public input is permitted, but lacks the necessary technology, such will be provided at 2255 N. Coria Brownsville, TX 78520. The board will consider, discuss, and adopt such orders, resolutions, and/or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the matters outlined in this agenda.

Meeting Call-In Information

This meeting will be conducted in person; however, a Zoom link to the meeting is made available for those unable to attend, please contact Jessica.Villarreal@tejanocenter.org one day prior to the meeting.

Wednesday, January 24, 2024 at 12:00 PM – Board Meeting

- 1. CALL TO ORDER (2 minutes)**

2. **PRAYER (3 minutes)**
3. **PLEDGE OF ALLEGIANCE/TEXAS PLEDGE (2 minutes)**
4. **ROLL CALL (3 minutes)**
5. **PUBLIC COMMENT (7-10 minutes)** Any individual wishing to address the Board of Directors of Tejano Center for Community Concerns must sign in with Jessica Villarreal, Board Services, by emailing a request to speak, at least 72-hours prior to scheduled meeting. The request must include the name of speaker, telephone, number and email address of the speaker, and the topic of the intended comments, to Jessica.villarreal@tejanocenter.org. Those doing so will be allowed to address the board for a maximum of three minutes. Individuals will address the board in the order that they have signed in. Alternatively, the individual may email comments to the above email address.
6. **PUBLIC HEARING**
 - 6.a. **PUBLIC HEARING TO DISTRIBUTE THE RAUL YZAGUIRRE SCHOOLS FOR SUCCESS 2022-2023 FIRST RATING AND ANNUAL FINANCIAL MANAGEMENT REPORT BASED ON FY 2021–2022 DATA**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

This is a required public hearing under the Texas Administrative Code and required by TEA. The Rating is a C after it was appealed. It is projected that the rating for next year will be improved. Hearing was posted in accordance with the rules and a report is attached.
7. **ACTION ITEMS**
 - 7.a. **APPROVAL OF EXTERNAL AUDITOR’S ANNUAL AUDIT REPORT AND SINGLE AUDIT REPORT FOR THE YEAR ENDED AUGUST 31, 2023, BY WHITLEY PENN LLC**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

This is the required annual audit report for TEA.
 - 7.b. **APPROVAL OF NOVEMBER AND DECEMBER 2023 UNAUDITED FINANCIALS FOR RAUL YZAGUIRRE SCHOOLS FOR SUCCESS AND TEJANO CENTER FOR COMMUNITY CONCERNS- NON-SCHOOL**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The Raul Yzaguirre Schools for Success 2022-2023 General Fund and Child Nutrition Fund activity as of November 2023 and December 2023. The TCCC- Non School Activity as of November 30, 2023, and December 31, 2023, is presented.????
 - 7.c. **APPROVAL OF BUDGET AMENDMENT #10 IN THE AMOUNT OF \$30,000,000 FOR THE FUND 420 FOR THE BRYSS EXPANSION AND PASADENA EXPANSION**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The projected budget for the expansion is as follows:

BRYSS \$14,000,000

Pasadena \$16,000,000

7.d. APPROVAL OF AWARD IN THE AMOUNT OF \$10,000 FOR THE HOUSING PROGRAM'S PARTICIPATION IN THE FANNIE MAE ENERGY SAVINGS TOOL PILOT PROGRAM

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Gabby Luna, Director of Affordable Housing and Community Redevelopment

The purpose of this grant is to work with NeighborWorks America and Fannie Mae to help pilot a new green web search tool, which they have developed to help connect consumers to regional energy efficiency programs across ten states. The tool primarily targets low-to-moderate-income households and will allow people to search using criteria including location, income, household size, etc. The pilot program will run over a 6-month timeframe beginning in December 2023 and includes -

- A minimum of 50 clients with one follow-up
- Three (3) check-ins phone calls
- Three (3) monthly reports
- NWs to lead the exit Interview in April 2024
- Participate in a Convening to discuss any Roadblocks, outcomes, strategies

7.e. APPROVAL OF REQUEST FOR PROPOSALS TO BE ISSUED: (1) FOOD SERVICE PROGRAM TO PROVIDE MEALS AS PER TDA GUIDELINES; (2) E-RATE PROPOSAL FOR CONNECTIVITY

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial & Operations Officer

The RFP for the food service program is for after-school meals for the remainder of FY 23-24 and annual renewals for the next five years. RFP 24- 06JA is under development.

The RFPs for E-rate are for category 1 and category 2. E-rate will pay for 85% and 15% for local funds. RFP -24-04JA & RFP -24-05JA are being advertised. These RFPs must be advertised and available on the market for 28 days. Form 470 is being advertised.

7.f. APPROVAL OF EXTENSION OF INTERLOCAL AGREEMENT WITH HARRIS COUNTY DEPT OF EDUCATION FOR BUSINESS OFFICE SUPPORT SERVICES IN THE AMOUNT OF \$168,000 FROM JANUARY 2024 TO AUGUST 2024 ON AS NEEDED BASIS

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The TCCC has had several vacancies in the Business Office, and currently the HCDE Business Office has been providing on going assistance in the areas of business support, accounts payable support, payroll support, procurement support, financial statements support, management support, E-rate support, agenda support, and human resources support. As new positions are filled, the amount of the contract will be adjusted. Moreover, this amount includes for overlap and training of potential new staff. This includes 8 part time FTEs.

7.g. APPROVAL OF NON-EXPANSION AMENDMENTS FOR PROPOSED CAMPUSES: NORTHEAST CLUSTER #1 CAMPUS, BRYSS CLUSTER #1 EARLY COLLEGE HIGH SCHOOL CAMPUS, NORTHEAST CLUSTER #2 CAMPUS, and PROPOSED SITE TO PSTEM ACADEMY

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Rolando "Rudy" Trevino, Deputy Chief Growth Officer

7.h. APPROVAL OF THE COMMERCIAL LEASE AGREEMENT IN THE AMOUNT OF \$500/MONTH FOR THE PROPERTY ON 7803 E. LITTLE YORK ROAD, HOUSTON, TX 77016 TO PROCEED WITH EXPANSION PLANS

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Rolando "Rudy" Trevino, Deputy Chief Growth Officer

7.i. APPROVAL OF CONTRACT WITH NADLER MODULAR INC. FOR THE PURCHASE OF PRE-FAB MANUFACTURED BUILDING FOR THE BRYSS EXPANSION AS RECOMMENDED BY LEVEL FIELD PARTNERS AND UNDER TIPS PURCHASING COOPERATIVE IN THE AMOUNT OF \$1,400,770

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

Building Cost	\$1,087,896
Install, Skirt, Delivery	\$261,892
Site Work -Ramp, Sprinkler, Etc.	\$ 40,982
	\$1,400,770

7.j. APPROVAL OF GMS (GOMEZ, MENDEZ, SANCHEZ) ARCHITECTS FOR THE BRYSS IMPROVEMENTS TO INCLUDE ARCHITECTURAL/ENGINEERING SERVICES (MEP) BASIC SERVICES, CIVIL, COMMISSIONING, TDLR AND WINDSTORM CERTIFICATION FEES (ESTIMATED FEES ARE \$648,713)

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The BRYSS Project requires an architect to design the expansion and the improvements for the high school at BRYSS. The architect was selected based on qualifications and recommendation from Levelfield Developers.

7.k. APPROVAL OF REIMBURSEMENT RESOLUTION EXPRESSING INTENT TO FINANCE EXPENDITURES TO BE INCURRED REGARDING THE EXPANSION PROJECTS AT BRYSS AND PASADENA

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial & Operations Officer; Dr. Jesus Amezcua, HCDE Consultant; Dr. Justin Fuentes, Chief Schools Officer, Rolando "Rudy" Trevino, Deputy Chief Growth Officer

The resolution is proposed to allow for the reimbursement of expenditures prior to the closing. For the market tax credits at Pasadena, it will be for 24 months and for the BRYSS Project will be six months.

7.l. APPROVAL OF RESOLUTION FOR THE TEJANO CENTER FOR COMMUNITY CONCERNS, DBA RAUL YZAGUIRRE SCHOOLS FOR SUCCESS TO (1) PARTICIPATE IN THE NEW MARKET TAX CREDIT (NMTTC) PROGRAM TO FINANCE PASADENA AND OBTAIN RELATED FINANCING FROM RAZA

DEVELOPMENT FUND INC. AND (2) TO OBTAIN A LOAN FROM TEXAS FACILITIES FUND, A PROGRAM OPERATED BY EQUITABLE FACILITIES FUND, INC., AND PARTICIPATE IN A MASTER TRUST INDENTURE TO FINANCE BROWNSVILLE

Antonio Zambrano, Chief Financial & Operations Officer; Dr. Jesus Amezcua, HCDE Consultant; Dr. Rolando "Rudy" Trevino, Deputy Chief Growth Officer In order to facilitate participation by the Center and the QALICB in the NMTC Program, the Center, as lessee, will enter into an operating lease with the QALICB, as lessor, whereby the Center will lease the Pasadena Project from the QALICB (the "Operating Lease"), so the Center may operate the Pasadena Project as a charter school as part of the Raul Yzaguirre Schools for Success, in furtherance of the purposes for which the Center is organized (the formation of the QALICB, the Conveyance, and the leasing transactions as described in the foregoing recitals being hereinafter referred to as the "Pasadena Real Estate Transaction"); and

To facilitate participation in the NMTC Program Financing, the Center desires to obtain a loan from Raza Development Fund, Inc. ("Source Loan Lender"), in the maximum principal amount of \$11,000,000 (the "Source Loan"); and

In order to facilitate the financing under the NMTC Program, the Center desires to loan the approximate principal amount of \$11,425,600, comprising a mix of the Center's cash on-hand and the proceeds of the Source Loan (the "Leverage Loan"), to a single-purpose investment fund (the "Fund") owned by Chase Community Equity, LLC, a Delaware limited liability company, an affiliate of JPMorgan Chase (the "Tax Credit Investor").

In connection with the Leverage Loan, the Center desires to enter into various loan and security documents (collectively with all other documents to be signed by the Center in connection with the Leverage Loan being referred to herein as the "Leverage Loan Documents"), which include but are not limited to a fund loan agreement by and between the Center and the Fund; and

The Fund will use the proceeds of the Leverage Loan, together with other funds to be invested in the Fund by the Tax Credit Investor, in the approximate amount of \$5,054,400, to fund a Qualified Equity Investment in the aggregate amount of \$16,000,000 (the "QEI") in Partnerships of Hope 44, LLC, a Missouri limited liability company (the "CDE"), an affiliate of Raza Development Fund, Inc., an Arizona nonprofit corporation, in exchange for Tax Credit Investor's receipt of \$6,240,000 in federal tax credits in accordance with the NMTC Program; and

The complete resolution is attached to the agenda item.

7.m. RATIFICATION OF MONTHLY DISBURSEMENT REPORT/VENDOR CUMULATIVE PAYMENTS FOR JANUARY 2024 TO INCLUDE PROCUREMENT PROCESS AND EXPENDITURE APPROVALS

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

A report of the vendor payments for RYSS and Non-School is attached for all vendor payments above \$50,000. A monthly report will be provided to the board each month.

The ratification of January 2024 disbursement report for cumulative expenditure above \$50,000.

Cumulative amounts total: \$261,025 for RYSS and \$217,434 for Non School Payments

7.n. RATIFICATION OF PEPSICO FOUNDATION INC. IN THE AMOUNT OF \$174,800 FROM JANUARY 2024 TO MARCH 2024 TO PROVIDE MEALS AS PER TDA GUIDELINES

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The Food Services Department is implementing meals for students after-school. A new contract was approved by TDA to continue this program for 3 months. A new RFP will be prepared to extend the program into FY 24-25. Meals will be reimbursable and included in the food program.

7.o. RATIFICATION OF FINANCIAL ADVISORY CONTRACT WITH MASTERSON ADVISORS LLC, EFFECTIVE DECEMBER 22, 2023, TO ASSIST IN THE EXPANSION TRANSACTIONS FOR PASADENA AND BROWNSVILLE

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial & Operations Officer

The financial advisor is a key element of the expansion project. Masterson Advisors LLC has worked with other charter schools.

7.p. APPROVAL OF THE AMENDMENT TO THE DISTRICT CALENDAR DUE TO INCLEMENT WEATHER ON JANUARY 16-17, 2024

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, Chief Schools Officer; Dr. Lauren Petrea Deputy Chief of Talent and Culture
Given the inclement weather days on Tuesday and Wednesday, January 16 -17, 2024, we are adjusting our school calendars. With the closure of RYSS campuses and offices on Tuesday, January 16, 2024, and the TEA requirements for instructional time, we are required to utilize an identified "makeup day". The identified makeup day will be Monday, June 3, 2024.

In addition, we will change Wednesday, January 24, 2024, from a half day to a full day of instruction to provide additional instructional time given the late start of school on Wednesday, January 17, 2024.

The RYSS administration will continue to monitor communications from TEA should they decide to waive the requirement for instructional time and utilization of a

makeup day.

8. INFORMATION ITEMS

8.a. AFFORDABLE HOUSING & COMMUNITY DEVELOPMENT PROGRAM REPORT

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Gabby Luna, Director of Affordable Housing and Community Redevelopment
Housing department provides homebuyer education, one-on-one individual counseling to both, homeowners and homebuyers, and home repairs to eligible homeowners.

Homebuyer Education Workshops: Eight-Hour Homebuyer Education classes held twice per month in English & Spanish.

Homebuyer Counseling: Individual Housing Counseling to assess mortgage readiness and/or obstacles/barriers in order to apply & qualify for a mortgage loan, identify program eligibility and close on a home.

Homeowner Counseling: Individual Housing Counseling for existing homeowners. Services can assist with applying for property tax discounts, understanding escrow analysis, and weatherization program, to name a few. This is also the entry point for homeowners requesting home repairs to their primary home.

8.b. CHILD PLACING AGENCY PROGRAM REPORT

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Brenda Navarrette, Director, Child Placing Agency

In order to keep the board informed about Tejano Center's Child Placing Agency (CPA) initiatives, events, and activities, the attached January report to the board is provided. The report covers activities that took place during the period subsequent to the December 2023 board meeting. The report covers the following topics:

- Updates
- Activities
- Coming events
- Staff/Foster parent training
- Families and children served

8.c. GRADCAFE BY PROJECT GRAD PROGRAM REPORT

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Melissa Martinez, Director, Project GRAD & NOVA Academy

The following events and activities are the focus of our work at Project GRAD:

RYSS GRADcafé Approximately 42 high school students participated in the Escalera after school program. In this month's meeting, 9th and 10th graders had the opportunity to learn about career exploration resources and tools. While the 11th and 12th graders learned how to pay for college - the various types of scholarships and financial aid applications.

College & Career Services Virtual and In-Person the GRADcafé by Project GRAD Service Report - December 2023 which includes service numbers, event numbers, service topics, and target populations served is attached. Page one of the report

covers December 2023.

GRADcafé Staff participated in the Mexican Consulate's monthly Ventanilla Educativa. Approximately 35 individuals learned about the different types of academic pathways leading to four-year degrees and workforce certifications, as well as the difference between the federal and state financial aid applications.

8.d. LA TIENDITA REPORT

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jose Rivera, Director, Health Equity Program

La Tiendita is a holistic food access program that incorporates, resource navigation, and nutrition and health education classes. The aim of La Tiendita is to empower individuals to improve their health and move towards more secure lives. In order to keep the board informed about La Tiendita's Program initiatives, events, and activities, the La Tiendita December 2023 Report is attached.

The report reflects the following topics:

- Families, individuals served
- Pounds of food distributed to our community
- Staffing and Expansion Update, Outreach

8.e. RESOLVE PROGRAM REPORT

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jorge Gonzalez, Director, Resolve Program

In order to keep the board informed about Tejano Center's Resolve Program, the attached Resolve Program Monthly Status Report is provided. The report reflects the status update of the Resolve program and updated data since the December 2023 board meeting.

9. EXECUTIVE SESSION UNDER TEXAS GOVERNMENT CODE §§ 551.071, 551.072, 551.074, AND 551.082, TO ADDRESS:

- a. Private consultation with attorney concerning privileged issues from agenda matters and pending or threatened litigations.
- b. Deliberations concerning the purchase of real property
- c. Deliberations concerning the duties of the CEO and CFO regarding supervision of personnel
- d. Consider complaints against directors and senior staff
- e. Discussion of duties and evaluation of administrative personnel, including complaints regarding school staffing, academic and organizational changes for the 2022-2023 school year