



TEJANO CENTER FOR COMMUNITY CONCERNS, INC.

Raul Yzaguirre Schools for Success

Tejano Center for Community Concerns, 2950 Broadway St., Houston, TX 77017
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“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 Tuesday, May 28, 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 Tuesday, May 28, 2024, 10:00 AM. 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.

Tuesday, May 28, 2024 at 10:00 AM – Finance Committee Meeting

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

2. **ROLL CALL** (3 minutes)
3. **PRESENTATIONS/UPDATES**
4. **INFORMATION ITEMS**
 - 4.a. **APPROVAL OF APRIL 2024 UNAUDITED FINANCIAL STATEMENTS 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 2023-2024 General Fund and Child Nutrition Fund activity as of April 30, 2024, and the TCCC- Non School Activity as of April 30, 2024, is presented.

- 4.b. **RATIFICATION OF MONTHLY DISBURSEMENT REPORT/VENDOR CUMULATIVE PAYMENTS FOR APRIL 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.

- 4.c. **APPROVAL OF CULTURE AND ENGAGEMENT COMMITTEE STIPEND FOR NON-EXEMPT EMPLOYEES OF \$100 A SEMESTER FOR TEJANO CENTER FOR COMMUNITY CONCERNS AND RAUL YZAGUIRRE SCHOOLS FOR SUCCESS**

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

The 2022-2023 Tejano Center for Community Concerns Employee Engagement Survey provided data regarding employees' sense of belonging and insights about the organization's culture of engagement.

Synergy Sessions were launched in August 2024 as quarterly organization-wide events to engage employees.

The Culture and Engagement Committee was created in the summer of 2023 as a platform to -

1. Create an Action Plan with tactics to -
 - Improve engagement across the entire organization;
 - Expand and celebrate organizational diversification; and
 - Create a sense of belonging for employees
 2. Leverage Quarterly Synergy Sessions as a platform to support Action Plan
 3. Establish metrics to measure progress/success
- The Culture and Engagement Committee is composed of representatives from all Tejano Center community-based programs and RYSS schools.

Serving on this committee requires that members accept responsibilities and complete tasks, in addition to their regular job descriptions.

4.d. RATIFICATION OF GRANT FUNDING FROM THE AMERICAN HEART ASSOCIATION IN THE AMOUNT OF \$24,999 AS PART OF THE 2024 HYPERTENSION SCREENING PROGRAM

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Graciana "Graci" Garces, MPAff, Chief Strategy & External Affairs Officer

Tejano Center's Health Equity Department has received grant funding from the American Heart Association for PY24 Funding, blood pressure Screening training and clinic referral support for community members.

4.e. RATIFICATION OF SELECTION OF GOLDMAN SACHS FINANCIAL SQUARE TREASURY INSTRUMENTS (CUSIP – 38145C737, GIPXX) AS THE SHORT-TERM INVESTMENT VEHICLE FOR EFF LOAN PROCEEDS

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

Proceeds from the EFF Loan for the BRYSS expansion project to be temporarily invested through BOKF, NA. As part of the EFF loan closing, RYSS must select a short-term investment vehicle for EFF loan proceeds. The Chief Financial and Operations Officer in consultation with the RYSS financial advisor Masterson Advisors reviewed the available investment vehicle options and are recommending Goldman Sachs Financial Square Treasury Instruments (Cusip - 38145c737, Gipxx). This option will yield the most return on investment and presents a lesser risk.

4.f. RATIFICATION OF GRANT FUNDING FROM UNIDOSUS IN THE AMOUNT OF \$75,000 AND ENTER INTO A SUBGRANT AGREEMENT/MOU AS PART OF THE COMPRANDO RICO Y SANO PROGRAM AND IN SUPPORT OF TEJANO CENTER'S HEALTH EQUITY WORK THROUGH LA TIENDITA

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Graciana "Graci" Garces, MPAff, Chief Strategy & External Affairs Officer

Tejano Center's Health Equity Department has received a renewal grant for PY24-25 Funding, La Tiendita Nutrition education charlas programming and enrollment assistance for SNAP. The application requires a board resolution.

This award runs from March 1, 2024 to May 31, 2025 with the award being made up of the following parts:

4. \$42,000 for delivering two-hours of nutrition education charlas to a minimum of 450 individuals
5. \$33,000 for providing enrollment assistance to 1,000 eligible individuals into the Supplemental Nutrition Assistance Program (SNAP)

Funding for the 2024-2025 grant cycle will support a 15-month grant period for the program as UnidosUS develops a new Nutrition and Food Security Strategy aligned with the new organization strategic direction. The 2024-2025 grant cycle will be a transition year and will focus on supporting subgrantees' efforts and strengthening their capacities.

4.g. APPROVAL OF ACCEPTANCE OF A GRANT FROM TEXAS CAPITAL BANK FOUNDATION IN THE AMOUNT OF \$15,000 FOR THE PURPOSE OF HOME REPAIR

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Gabby Luna, Director of Affordable Housing and Community Redevelopment
Tejano Center applied to Texas Capital Bank Foundation for Blue Skies home repair funding.

TCCC agrees to use the resources for the purposes in which the grant is intended, track the number of households served by this grant and agree to provide a summary report with-in 90 days of receipt or as requested by the funder.

4.h. APPROVAL OF REQUEST FOR PROPOSALS (RFP) #24-06JA FOR CHILD AND ADULT CARE FOOD PROGRAM (CACFP) AT RISK DINNER PROGRAM FOR SCHOOL YEAR 2024-2025

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

The purpose of the Request for Proposal is to obtain complete data from each interested Vendor, to be considered in the award of the vended meals contract for the food service program (CACFP) to enable Tejano Center for Community Concerns, Inc. to determine which vendor is best able to meet the criteria of the School. Each interested Vendor shall furnish as part of this proposal a complete general description of experience in the field of food service under the National School Lunch Program.

4.i. APPROVAL OF BUDGET AMENDMENT #15 IN THE AMOUNT OF \$3,000 FOR STUDENT TRANSPORTATION FOR FIELD TRIPS

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

Funds need to be transferred between functions with no effect on net reserves in order to pay for student transportation for field trips.

4.j. APPROVAL OF BUDGET AMENDMENT #17 IN THE AMOUNT OF \$282,196 FOR THE OPERATING FUND #420 TO APPROPRIATE FOR THE INSURANCE PROCEEDS AND ESTIMATED REPAIRS TO THE P-STEM (ELEMENTARY SCHOOL) AND AUTHORIZING THE PRESIDENT/CEO TO IMPLEMENT SAID BUDGET

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

In March 2024, the elementary school suffered a loss due to an overflow of water from the city to the school during spring break. The damage affected the walls, floors, and cabinets. The damages totaled \$365,198, and TCCC Inc. has a \$25,000 deductible and a \$58,712 recoverable depreciation.

4.k. APPROVAL OF ADDING ANTONIO ZAMBRANO, CHIEF FINANCIAL AND OPERATIONS OFFICER TO THE TCCC REAL ESTATE INC., QALICB, AND LEVERAGE LENDER CHASE BANK ACCOUNTS

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

Access for CFO/COO to bank accounts will include authorization to bank accounts related to the Pasadena and Brownsville Expansions.

4.l. APPROVAL OF 2022 FORM 990 FOR TEJANO CENTER FOR COMMUNITY CONCERNS- NON-SCHOOL (PERIOD OF 9/1/2022 TO 8/31/2023)

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

Form 990 is required to be submitted to the IRS on an annual basis. Whitley Penn has prepared the form 990.

4.m. APPROVAL OF THE LEASE AGREEMENT OF 7805 KIMBLE STREET

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

TCCC has determined the need to lease the property owned by the Christian Temple Church on 7805 Kimble Street adjacent to our current Nueva Vida property. The purpose of the lease is to utilize office, classroom, parking, and green spaces.