



# Breakthrough Public Schools

## Minutes

### BPS Governance Committee: December Meeting

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#### **Date and Time**

Wednesday December 6, 2023 at 8:30 AM

#### **Location**

<https://teachforamerica.zoom.us/j/2512995988?pwd=VKpkpFYDN0o>

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#### **Committee Members Present**

A. KOPIT (remote), B. Schlang (remote), J. Howard (remote), J. Johnson (remote), S. Steinhouse (remote)

#### **Committee Members Absent**

*None*

#### **Guests Present**

J. Kaye

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

#### **C. Approve November Minutes**

B. Schlang made a motion to approve the minutes from BPS Governance Committee: November Meeting on 11-01-23.

J. Howard seconded the motion.

The committee **VOTED** to approve the motion.

## II. Governance Discussion

### A. Discussion

S. Steinhouse provided a report on the transition of Andrew McRae into his new role as CEO. We also discussed that the CEO Support Committee would give time to Andrew to prepare his plan for the school before meeting with him. Therefore, we have tabled the restructuring of the committees until they are ready to meet again.

B. Schlang shared the Draft of the Director Nomination Plan flowchart and timeline. The process is designed to have one nominating process per year culminating with the June Board Meeting/retreat. It then backs through the process to suggest a starting point of December or January. The process begins with an survey or evaluation of the composition of the Board to determine what demographic and skills gaps need to be filled. Then we will share the characteristics of the ideal candidate needed to fill those gaps with the current Directors as well as other stakeholders who may know of qualified candidates. We would look to cast a wider net by reaching out to CMSD, non-profit leaders, Community Development Corp (CDC) heads, and organizations like BVU or Leadership Cleveland that create pipelines of potential Directors.

B. Schlang presented a draft of a Director Demographic and Skills Survey which was adapted from a book The Board-Building Cycle.

The Committee will further review these two draft documents and submit recommendations for edits to B. Schlang. B. Schlang will also reach out to Charter Growth Fund and Board on Track for suggestions on improvements to the survey.

We postponed the discussion of Board size to our January meeting.

Next meeting: Wednesday, January 3, 2024 at 8:30am

## III. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:15 AM.

Respectfully Submitted,

B. Schlang