



# Breakthrough Public Schools

## Minutes

### BPS and School Board of Directors Meeting

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#### Date and Time

Wednesday April 16, 2025 at 5:00 PM

#### Location

BPSPDLC at Hampden (Boardroom) - 10118 Hampden Avenue, Cleveland, Ohio 44108

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**Meeting of the Boards of Breakthrough Public Schools, Citizens Academy Southeast, Citizens Leadership Academy East, Village Preparatory School Cliffs, Village Preparatory School Willard, and Village Preparatory School Woodland Hills.**

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#### Directors Present

A. Garg, A. KOPIT (remote), A. Lee, B. Schlang, D. Eisenberg, G. Burrows, J. Howard, J. Johnson, J. LeMay (remote), L. Mimura, M. Harris, S. Steinhouse, S. Vyas

#### Directors Absent

C. Lipscomb, L. Zucca

#### Directors who left before the meeting adjourned

A. Garg, D. Eisenberg

#### Guests Present

A. McRae, C. Farmer, J. Kaye (remote), J. Padlan, M. Sattler, M. Woerner

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#### I. Opening Items

A.

### **Call the Meeting to Order**

S. Steinhouse called a meeting of the board of directors of Breakthrough Public Schools to order on Wednesday Apr 16, 2025 at 5:03 PM.

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

D. Eisenberg called this meeting to order at 5:03 PM on April 16, 2025.

### **C. Record Attendance**

### **D. BPS and School Boards Vote to Approve the Minutes of the March 5, 2025 BPS and School Board of Directors Meeting**

B. Schlang made a motion to approve the minutes from BPS and School Board of Directors Meeting on 03-05-25.

L. Mimura seconded the motion.

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

A. Garg made a motion to approve the the minutes from the School Boards of Directors Meeting 03-05-2025.

M. Harris seconded the motion.

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

### **E. BPS Spotlight**

Innovations in Facilities Management

- Objectives of department: predictable resource, customer-focused, strategically aligned with mission of schools, data-driven, proactive approach
- Matt Sattler walked the Board through a few examples of how the FM team is approaching the work
- Using some new technologies & leveraging existing ones differently - auditing tools on walkthroughs, ability to set goals; work order ticketing system
- Focus on talent - clear outcomes, incentivizing attendance, measuring satisfaction; celebrations
- For next year, focused on delivering work, more standardization of best practices; building in more automations; bid facilities management work;

## **II. Public Comment**

### **A. School Boards Public Comment**

- Maria Wilson, Real-Time Teacher Coach at Woodland Hills provided a comment about leader pay scale & frequency of updating scale.
- Tyrinda Turner, parent at Southeast voiced concerns about scholar safety at the school and school staff turnover.

[https://drive.google.com/file/d/1y9oDD3OHWjbdrRcWSvlf\\_cF94sQPNFW4/view?usp=sharing](https://drive.google.com/file/d/1y9oDD3OHWjbdrRcWSvlf_cF94sQPNFW4/view?usp=sharing)

### **III. FOB Update**

#### **A. FOB Updates**

Primarily focused on preparation for the Bash on 5/2.

### **IV. CEO Update**

#### **A. CEO Update**

##### **Metrics Updates**

- we are well into state testing.
- Continue to maintain strength against revised targets.
- Attendance continues to hover around 88%

##### **CAO Search**

- Role posted in early Feb
- Process has included phone screens, panel interviews, finalist days (this week)
- Anticipate making a decision next week

##### **Instructional Support Updates (TNTP)**

- Shared highlights of progress made, including scholar voice/experience, improved home office service delivery, improvements in report card ratings;
- June - Sept focused on how we'd roll out & implement Wit & Wisdom
- Shift this winter - make sure there's no gap between vision, implementation plan, and how school-based instructional leaders are able to implement.
- Research suggests that consistency, belonging, and cohesiveness really matters, and determined that a focus on consistency would be high-leverage
- Partnership this winter/spring has been focused on Wit & Wisdom curriculum implementation (fidelity to integrity); learning team growth & sustainability; CEO executive coaching
- Anticipate impact headed toward clearer systems, aligned vision, high quality curriculum implementation, and therefore an increase in student achievement.

##### **SY 25-26 Workforce Planning**

- Process included staff modeling, intent-to-return survey, retention conversations, training hiring teams, career fairs & events
- Strategies: referral bonuses, salary increases (steps, COLA adjustments), return offer letters are currently out
- Hiring: all positions are posted, interviews, and hiring is underway

- Return offer letters:
  - Principals: 100%
  - All school leaders: 90%+ accept
  - Teachers: 84% accept
  - Staff: 76% accept
- Spark Engagement Survey: 20pp increase in participation from the fall, beginning to analyze results

### **SY 25-26 Scholar Population**

- Scholar recruitment is well underway. Sticking with some proven strategies and adding new strategies (e.g., partnering with the library - trying to find more partners/places where families already are)
- New scholar enrollment: applications are similar to where we were last year, enrollment is a little lower than last year - it's taking a longer time to convert offers into acceptances (consistent with the peers elsewhere). Think that the major trend is that families are making decisions last minute.
- Re-enrollment: 76% have responded to re-enrollment survey, 69% indicate that they are returning. Mostly on par with last year, Southeast is running a little lower.

## **B. Financial Update & Final Review of FY25-26 Budget and Five-Year Forecast**

### February & March Financials

- FTEs has held steady at over 100 students over revised budget number
- Have increased revenue projection because of enrollment.
- Projecting to end the year with a \$5.6M deficit (ahead of revised budget)
- 4/6 of entities are ahead of revised budget. Willard is behind because anticipated sustainability funds are going to SE instead of Willard. We accelerated some purchases at BPS in anticipation of price increases.

### **FY25-26 Budget**

- On track to have a balanced budget
- Budgeting \$4.3M deficit, built conservatively (lower enrollment budget, anticipating greater market and cost volatility)
- Anticipating per pupil will go up next year by about \$2,000 per school
- Planned for academic capacity and school staffing model will remain unchanged
- Overview: 1 campus will be at break-even (Southeast-Glenville school). Anticipate that sustainability funds will continue to be shared between Willard and Southeast

### **Five Year Forecast**

- Anticipate flat revenues, increase in per pupil expenses until FY27 when we'd do some right sizing.

A. Garg made a motion to approve the schools' FY26 budgets as presented.

M. Harris seconded the motion.

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

G. Burrows made a motion to approve the schools' five-year financial forecasts.

A. Garg seconded the motion.

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

A. Lee made a motion to approve the FY26 BPS budget.

L. Mimura seconded the motion.

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

### **C. NLT Reports**

## **V. Committee Updates**

### **A. Academic Excellence**

AEC had a more in-depth conversation about the CAO search and key competencies that we're looking for.

AEC also focused on attendance - steady rates, doing okay compared to local schools, but below target of excellence - and what plans, strategies are in place for next year.

### **B. Finance**

Audited financial statements are available for review.

J. Howard made a motion to approve the February and March financial reports.

J. Johnson seconded the motion.

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

A. Garg made a motion to approve the February and March financial reports for the schools.

M. Harris seconded the motion.

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

### **C. Governance**

Committee met to review nominees and identified top candidates (looking for four new members). Are doing outreach initiate conversations.

Additionally identified candidates to bring to committees to better build the pipeline.

July 7th is the board retreat date.

Chairs and chair-elect will be working on committee chair assignments over the next month.

Reminder: Sunshine Law training is due 4/25.

### **D.**

## **CEO Support and Evaluation Committee**

- Intention to give Andrew support and feedback twice a year.
- EOY evaluation is coming soon.
- At end of April, self-assessment & evaluation form will go out.

## **VI. School and BPS Boards Approve Consent Agenda**

### **A. School Board Vote to Approve Consent Agenda**

M. Harris made a motion to approve the consent agenda for the schools.

A. Garg seconded the motion.

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

G. Burrows made a motion to establish school hours for the FY25-26 school year.

A. Garg seconded the motion.

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

### **B. BPS Board Vote to Approve BPS Consent Agenda**

L. Mimura made a motion to approve the BPS consent agenda.

A. Lee seconded the motion.

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

## **VII. Board Resolutions**

### **A. Citizens Leadership Academy East Intention to Merge**

A. Garg made a motion to intend to merge Citizens Leadership Academy East with and into Citizens Academy Southeast effective July 1, 2025.

M. Harris seconded the motion.

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

### **B. Village Preparatory School Willard Intention to Merge**

M. Harris made a motion to intend to merge Village Preparatory School Willard with and into Village Preparatory School Cliffs effective July 1, 2025.

G. Burrows seconded the motion.

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

### **C. Title VI Certification**

A. Garg made a motion to approve Title VI certification.

G. Burrows seconded the motion.

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

## **VIII. Sponsor Updates**

### **A.**

## CMSD Updates

### Contracts & Mergers

- Will present two contracts. Continuing to work on implementation details, whether there are other tweaks to contracts because of the mergers.
- Some updates of ORC language

### Site Visit Reports

- Surveys of staff, families, scholars
- Site visits for compliance
- Network themes:
  - PD was rated highly as being relevant
  - Clear difference between SE and other campuses about perceptions of safety
  - Support for students with disabilities (particularly staffing related)
  - Parents said they felt welcomed, strong communication. Schools were academically challenging.

## B. Buckeye Updates

Monthly report is in the board packet. Biannual review was included (fall -> winter shows flat student growth, strengths of school are family partnerships, external partners, comms with parents, staff relationships, clear evidence that staff are using data to close gaps discipline and accountability for students - consistency. Access to resources.

## IX. Executive Session

### A. BPS Board vote to enter executive session

L. Mimura made a motion to enter executive session.

J. Johnson seconded the motion.

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

#### Roll Call

J. Howard	Aye
A. Lee	Aye
B. Schlang	Aye
A. Garg	Aye
M. Harris	Aye
L. Mimura	Aye
C. Lipscomb	Absent
D. Eisenberg	Aye
J. Johnson	Aye
S. Vyas	Aye

**Roll Call**

S. Steinhouse Aye  
L. Zucca Absent  
G. Burrows Aye

**B. School Boards vote to enter executive session to discuss personnel matters**

M. Harris made a motion to enter executive session of the school boards for the purpose of discussing personnel matters.

G. Burrows seconded the motion.

Executive session ended at 7:27.

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

**Roll Call**

M. Harris Aye  
L. Zucca Absent  
G. Burrows Aye  
C. Lipscomb Absent  
A. Garg Aye  
D. Eisenberg Aye

**X. 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 7:27 PM.

Respectfully Submitted,

D. Eisenberg

D. Eisenberg left at 7:27 PM.

A. Garg left at 7:27 PM.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:41 PM

Respectfully Submitted,

S. Steinhouse