

APPROVED



## Breakthrough Public Schools

### Minutes

#### BPS and School Board of Directors Meeting

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##### **Date and Time**

Wednesday May 21, 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, B. Schlang, D. Eisenberg, G. Burrows, J. Howard, J. LeMay, L. Mimura (remote), L. Zucca, M. Harris, S. Steinhouse

##### **Directors Absent**

A. KOPIT, A. Lee, C. Lipscomb, J. Johnson, S. Vyas

##### **Guests Present**

A. McRae, C. Farmer, H. Perkins, 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 May 21, 2025 at 5:02 PM.

**B. Call the Meeting to Order**

D. Eisenberg called this meeting to order at 5:02 PM on May 21, 2025

**C. Record Attendance**

**D. BPS and School Boards Vote to Approve the Minutes of the April 16, 2025 BPS and School Board of Directors Meeting**

J. Howard made a motion to approve the minutes from BPS and School Board of Directors Meeting on 04-16-25.

J. LeMay seconded the motion.

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

A. Garg made a motion to approve the minutes from School Board of Directors Meeting 04-16-2025.

G. Burrows seconded the motion.

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

**E. BPS Spotlight**

Shartara Miller, E Prep Willard School Principal, walked the board through the Power of Compass Circle

- Three schools are certified - Woodland Hills, E Prep Willard & Village Prep Willard
- The power of circle is to help kids and adults feel connected. SEL has to take place in schools so they can use it in the real world. Reflection. Connection. Belonging.
- Circle helps build belonging and emotional safety, and centers our BPS values for our staff and scholars

Impact of Circle

- 100% of staff agree student circle is an important experience
- 73% of scholars agree My Circle leader creates a calm & safe environment
- 85% of scholars agree My Circle helps us know & understand each other

Why It's Necessary

- In a social media world that shapes identity and connection, it's critical that we lead with and foster a space of emotional intelligence
- Watched a video of Circle in action where a teacher and student were connecting

Testimonial

- Watched a video of a scholar talking about how Circle helps him stay close to classmates & build relationships

Willard has the highest retention rate and it's believed that this is connected to utilizing Compass Circle

## II. Public Comment

### A. School Boards Public Comment

Public comment from Amber Pollard - Mom of two BPS students

- Provided a comment regarding Cliffs and their communication, conflict resolution between scholars, and disconnect with culture.
- Feels that the school does not understand the scholars they are servicing

## III. FOB Update

### A. FOB Updates

- Spring Appeal is going to drop Friday, 5/23
- Confident they will get to the goal by the end of June
- Reminder on graduations. Encouraging all board members to attend at least one.
- Had the opportunity to go to Cleveland Clinic this week for kids to experience surgical procedures
- Glenville was selected for the Eton donation for a technology lab to hopefully be ready for use by the second part of next year

## IV. CEO Update

### A. CEO Update

Metrics Update

- Attendance is where we expect it to be
- We continue to try retain current scholars as that is the best way to meet enrollment goals
- In June, we will evaluate and make changes to staff structure as necessary based on enrollment
- Above the curve surrounding staffing and retention

Health and Safety Enhancements

- Matt Sattler walked us through the assessment of security and discussed the key themes during the SY24-25 that need to be improved
- SY25-26 Plan to close gaps - People, Infrastructure, Processes, and Technology
- Modernizing our safety and security approaches
- PT/OT and Nursing: PSI
- Hearing and Speech: CHSC

- Supplemental Vision: Vision to Learn (provides glasses for kids)

#### Home Office Lease Extension

- Term: 7years 11/1/25 through 10/31/25
- Current deal analyzed against several factors
- Finalized 7-year deal as most financially advantageous in most conservative scenario
- Next Steps: Landlord contribution (commitment letter to FOB for \$50,000) and Execute Lease Amendment

#### Staff Engagement Survey Results

- Spark Employee Engagement Survey allows leaders to be intentional in decisions that help to move the needle for staff
- 45 questions across 8 satisfaction domains
- Highlights: Increase in participation from Fall to Spring, growth in satisfaction, basic needs being met, staff reporting we invest in them as people
- Areas of Focus: Overall positive response rate continues to be a focus area, school leadership is a tension point that we want to continue to offer support, school climate is the lowest-rated domain
- Next Steps: During the summer we will create action plans with home office leader and principals, then create an action plan with communication and implementation

### **B. Financial Update**

#### CFO Financial Update & April Financials

- Holding steady ahead of enrollment targets at all schools - stronger retention has increased projected year-end FTEs for most campuses
- Budget Management - we've seen improvements. 3/6 entities are projected to end the year below budgeted expenditures
- 5/6 entities are projected to end FY25 with Net Income above budget
- We are close to original budget with a projected end of year deficit of 4.3 million

### **C. NLT Reports**

Matt Sattler walked us through the Aramark FMSC process

- AVI contract was expiring so we bid for a new FMSC
- We want to move from the lower quality heated up food to freshly made food for our scholars
- Toured 8 through the schools. Ended up with 3 finalists to come in and present with a food tasting
- Aramark prepared delicious food with a competitive price, and will put their own capital into our buildings to improve kitchens

## V. Committee Updates

### A. Academic Excellence

AEC met in May

- Discussed what the end of year cadence is and what we should expect as a board at end of year
- Discussion with how the network team is approaching the dashboard to provide more in depth conversations at the meetings
- Summer training will have significant time where Andrew will attend and lead
- Workforce update - continuing to give AEC updates on what staffing looks like for next year

### B. Finance

- Went into more detail on financial updates during their committee meeting, but what was captured at today's meeting was a great summary for the board

A. Garg made a motion to approve the April financial reports for the schools.

G. Burrows seconded the motion.

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

J. LeMay made a motion to approve the April financial reports.

M. Harris seconded the motion.

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

L. Zucca made a motion to approve the school SY25-26 fiscal officer waiver.

A. Garg seconded the motion.

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

### C. Governance

Nominees for Board

- Replacements for all coming off and creating one additional spot
- Three people are ready to be voted into the board pending board approval
- Fourth person will be interviewed by Andrew soon
- Officially vote in June

SY25-26 Board Meeting Dates

- Discussed meeting dates which will be approved in the consent agenda

Board Retreat - July 7th

- Aditi working with Sam and Martha on logistics
- Can expect to hear more about the meeting in the next week or so

## Committee Chairs

- Sanjay will continue on CEO Support And Eval Committee
- Andrew on Finance for BPS
- Reggie on Finance for the schools
- Michelle on Academic Excellence
- Cecil on Governance

### D. CEO Support and Evaluation Committee

#### CEO Evaluation Document

- Reminded board members to fill this out. Deadline is Monday, 5/26

## VI. School and BPS Boards Approve Consent Agenda

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

L. Zucca made a motion to approve the consent agenda for the schools.

A. Garg seconded the motion.

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

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

J. LeMay made a motion to approve BPS consent agenda.

J. Howard seconded the motion.

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

## VII. School Resolutions

### A. Sponsor Contract

A. Garg made a motion to approve BCHF contract and modifications.

L. Zucca seconded the motion.

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

## VIII. Sponsor Updates

### A. CMSD Updates

- reminder that renewal contracts need to be on the BPS June Agenda for approval

### B. Buckeye Updates

- No notes on compliance

- June 9th and 10th is the BCHF School Leadership Summit

## IX. Executive Session

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

J. Howard made a motion to enter executive session.

J. LeMay seconded the motion.

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

#### Roll Call

J. LeMay	Aye
S. Vyas	Absent
J. Johnson	Absent
A. Lee	Absent
A. KOPIT	Absent
M. Harris	Aye
C. Lipscomb	Absent
A. Garg	Aye
B. Schlang	Aye
L. Mimura	Aye
L. Zucca	Aye
G. Burrows	Aye
D. Eisenberg	Aye
J. Howard	Aye
S. Steinhouse	Aye

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

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

A. Garg seconded the motion.

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

#### Roll Call

G. Burrows	Aye
A. KOPIT	Absent
S. Vyas	Absent
A. Lee	Absent
A. Garg	Aye
C. Lipscomb	Absent
J. Johnson	Absent
D. Eisenberg	Aye
M. Harris	Aye
L. Zucca	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 7:02 PM.

Respectfully Submitted,

D. Eisenberg

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:02 PM

Respectfully Submitted,

S. Steinhouse