

Breakthrough Board Minutes - Complete
5/18/2023

Attendance:

X	Vivek Swaminathan, Parent rep Secretary
X	Katie Brown, Treasurer
X	Keith Whitescarver, Founder and former Board Chair
X	Michael Bing, Board member
X	Juliette Berg
X	Sara Suchman
X	Betsy Romero
X	Maggie Kash
	Emily Hedin, Executive Director
	Raj Thomas, EdOps
	Patrice Feinstein, Compass
	Elizabeth Meers, Compass
	Jane Slatter, Compass
	Anne Aaron, Compass
	Francesca Pisano, Compass
	Alecia Ortiz, Compass
	Emma White, EAB

Community members: Miguelina Zapata, Keisha Igbazua

Thursday, May 18, 2023

5:00-6:30 pm

Zoom:

<https://breakthroughmontessori-org.zoom.us/meeting/register/tZMrdOqorD4uH9PuFdNWZLA4K5Ef6AdF9Ncu>

- I. 5:00pm: Call to order & Welcome

- II. 5:05-5:10pm: Approval of the Minutes from April 27, 2023
- III. 5:10-5:40pm: Executive Director’s Report and Discussion
- IV. 5:40-6:00pm: Public Comment
- V. 6:00pm: New Business
 - A. Presentation and discussion of final recommendations from Compass Team
 - B. Finance Committee Update
 - C. Governance Committee Update
 - D. Discuss Contracts over \$25,000 (Greener Visions)
- VI. 6:30pm: Adjourn

5:05pm Approval of the Minutes from April 27, 2023

Vote to approve minutes from April 27, 2023. Approved.

Motion: Keith
 Second: Vivek

A	Keith Whitescarver	a	Michael Bing
A	Vivek Swaminathan	a	Betsy Romero
a	Katie Brown	a	Juliette Berg
a	Maggie Kash		

A=aye; N=nay

5:09pm Executive Director’s Report and Discussion

No new updates since the April 27 meeting.

Most recent financials (February) are strong: Days of cash on hand at 101 (up from 97 in December). DSCR at 1.36 (up from 1.33 in December). The school is practicing strong cost control.

Current fundraising efforts are as follows:

- \$119,500 raised through grants (\$14,500 from Dell; \$55,000 from Bloomberg Philanthropies; \$50,000 from OSSE)
- \$18,420 raised through private donations

General Academics

- Breakthrough is wrapping up PARCC and DC Science. iReady begins next week.
- We continue to track lessons given to students via Transparent Classroom. We analyze the average number of lessons given to students across classrooms and across disciplines.
- Sara asked about follow up work tracking - is it a lack of follow up issue or lack of capture - Transparent Classroom is tricky to use

Special Education

Breakthrough has taken the following steps to improve Special Education compliance and programming

- Community Meeting on Special Education Eligibility and IEP process, held in January 2023.
- Community Meeting on Specialized Instruction, Related Services, and Extended School Year, held on May 16.
- Audit of specialized instruction hours; 17 students identified as needing additional specialized instruction. Hours will be provided during the remainder of the school year as well as during summer learning
- Family observations of specialized instruction
- Special Education Coordinator hired through the end of the year
- PWN's (prior written notices) entered for all students who are out of compliance in SEDS
- Revised service hour logs
- Working towards a comprehensive MTSS (Multi-Tiered Support Systems or Child Support Services) for SY23-24
- Beginning to plan for necessary Special Ed professional development for next year
- Vivek asked about documenting guidelines - Parents want to know how to track performance against IEP. Related service providers have tracking protocol and system - tightly defined by IDEA. Specialized instruction is not explicitly set forth in IDEA so schools have discretion in how they're tracking special education. Purview of Director of Student Support to get involved in those decisions.

Current compliance levels are as follows (decrease is compliance since April; decrease in students with overdue dates):

Facilities

- Still pending - construction on new offices
- Still pending - review of playground Safety Audit
- Still pending - review of Christopher Lalik's school facilities safety audit.

Staffing

Breakthrough has experienced the following staffing adjustments

- A lower elementary guide has left the school

New contracts exceeding \$25k

- Greener Vision - creation of a rain garden on the front lawn

5:22 Compass team presentation

Agenda

- Project review: Compass team charge, project roadmap
- Recap of mid-project findings
- Compass recommended **Mission** statement
- Compass thoughts about **Pillars**
- Compass recommended **Goals**
 - Learnings from benchmark schools
 - Best practices
- Draft **Vision** statement
- Sample implementation next steps
- Appendices

Compass Proprietary & Confidential

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Mid-project recap: themes pertaining to **vision**

Themes emerging from Compass interviews with Breakthrough stakeholders:

- Adherence to Montessori practices and principles - expressed by most stakeholders, with varying definitions of Montessori
- Serving a diverse student body, and a vision statement should be explicitly “inclusive to all”
- Concern that BM lacks the resources to adequately accommodate an “openness to all” approach
- Vision statement should bring education into focus
- Rooting out social injustice should be part of the vision

6:15 Public Comment None

6:15 Finance Committee Update

[FY24 Budget](#)

6:32 Contracts over \$25,000

- Approval of the Greener Visions contract at ~\$31,000
- Question about upkeep - no maintenance
- Landlords can reclaim if needed
- In budget for 2024, mainly funded by Giving Tuesday

6:40 Vote to approve contract with Greener Visions from April 27, 2023. Approved.

Motion: Vivek
Second: Sara

a	Keith Whitescarver	a	Michael Bing
A	Vivek Swaminathan	a	Betsy Romero
a	Katie Brown	a	Juliette Berg
A	Sara Suchman		

A=aye; N=nay

6:42 Vote to move to closed session. Approved.

Motion: Vivek
Second: Sara

a	Keith Whitescarver	a	Michael Bing
A	Vivek Swaminathan	a	Betsy Romero
a	Katie Brown	a	Juliette Berg
A	Sara Suchman		

A=aye; N=nay

6:48 Vote to move to open session. Approved.

Motion: Vivek
Second: Michael

a	Keith Whitescarver	A	Michael Bing
A	Vivek Swaminathan	a	Betsy Romero
a	Katie Brown	a	Juliette Berg
a	Sara Suchman		

6:49 Vote to move to Approve Jasmine Williams to Board. Approved.

Motion: Vivek
Second: Sara

a	Keith Whitescarver	a	Michael Bing
A	Vivek Swaminathan	a	Betsy Romero
a	Katie Brown	a	Juliette Berg
A	Sara Suchman		

6:55 Adjourn