



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREP BOARD MEETING AGENDA

Date	Wednesday, December 30, 2020
Time	6:30pm – 8:30pm
Location	50 East 118th Street, New York, NY 10035
Phone Conference Information	646-558-8656 US (New York)
Video Conference Link	Join Zoom Meeting (Click Here to Join) Meeting ID: 754 3495 6485 Passcode: 560222

STRADFORD PREP MISSION - United by our Core Values of Brotherhood, Excellence, Self-Efficacy, Adaptability, & Leadership, our school will provide young men of all backgrounds and experiences with a robust academic, character, and social education in a nurturing environment. We will inspire our young men and guide them along the path that leads to independence and greatness.

STRADFORD PREP'S VISION - Our school will provide the highest quality educational experience from boyhood to young adulthood to fuel the academic, cultural and character growth of each student, helping each realize his highest potential.

→ [Call to Order](#)

→ [Board of Trustees Expected to Attend](#)

- Keith Howard
- Brandi Womack
- Logan Hasson
- Shyah Dickerson
- Tunde Lawson
- Liz Sundback

→ [Board of Trustees absent with prior notice](#)

- None

→ [Others expected to attend the meeting](#)

- Dominique Nute

→ [Approval of the Agenda](#)

→ [Welcome and Public Comment - Invite the community to speak](#)

→ [School Leader Report](#)

- Student Recruitment Update
- Faculty Recruitment

→ **Governance Committee**

→ Board Recruitment

→ **Facilities Committee**

→ OSL Space Update
→ Contractors
→ Construction Budget

→ **Academic Excellence/Accountability Committee**

→ None

→ **Finance Committee**

→ CSBM/BRICK Update Budget

→ **Fundraising Committee**

→ No Report

→ **Unfinished Business**

→ No Report

→ **Accepting Reports & Motions to Accept Reports**

→ **New Business**

→ No Report

→ **Comments/Announcements**

→ Community Event ideas – please submit to info@stradfordprep.org
→ Check in committee meetings Dates - Monthly Calendar

→ **Adjournment**

→ Motion to adjourn the meeting
→ Remarks - Next Meeting Date and Location

→ **Executive Sessions**



STRADFORD PREPARATORY

CHARTER SCHOOL FOR BOYS

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MEETING MINUTES

WEDNESDAY, DEC. 30, 2020 @ 6:30PM

A regularly scheduled meeting of the Board of Trustees (the "Board") of Stradford Preparatory Charter School for Boys (the "School") was held on Wednesday, December 30, 2020. The meeting was called to order at 6:35pm.

Roll call was taken at 6:35pm. All trustees presented stated their name and stated that they were present.

→ Call to Order

- ◆ Keith welcomed everyone and discussed the challenges of 2020, the loss of life, prayers for a better year ahead and safety all around.
- ◆ The meeting was called to order at 6:35pm by the Board Chair, Keith Howard.

→ Trustees Present in Person

- ◆ Roll call was taken. The following members were present at the meeting:
 - Keith Howard
 - Brandi Womack
 - Logan Hasson
 - Tunde Lawson
 - Liz Sundback

→ Trustees Absent with prior notice

- ◆ Shyah Dickerson

→ Others in Attendance:

- ◆ Dominique Nute - School Leader

(5) of the (6) trustees were in attendance in person/present throughout the meeting, which constituted a quorum for the transaction of business at the meeting. There were zero members of the public in attendance.

→ Approval of the Agenda

- ◆ The agenda was presented and approved by the Board of Trustees for Stradford Prep.
- ◆ The motion was made to approve the agenda for Dec 30, 2020. The motion was seconded and the agenda was approved by the board.

→ Welcome and Public Comment - Invite the community to speak

- ◆ There was no public comment made at this meeting.

→ Approval of Previous Meeting Minutes

- ◆ The minutes from the previous meeting were presented. BOT read over minutes
- ◆ A motion was made to approve the minutes from last month's meeting by the Board of Trustees for Stradford Prep.
- ◆ The motion was made to approve the minutes from last month's meeting for November. The motion was seconded and the minutes were approved by the board. Elisabeth will sign them and update them to the site.

→ School Leader Report

- ◆ Dominique walked everyone through the project plan for student recruitment that she built to share with CEI and the board for student recruitment. The plan included how she will record information, the follow up status and then the tally of forms and applications tracker was also included.

- ◆ Three major areas of student recruitment that are active right now are: 1. Interest forms, 2. Common Application and the Street Team - 10 Students handing out fliers and collecting emails in the community over the course of 3 months. This will cost \$5000 to execute.
- ◆ From the above a follow-up team will be making calls and sending emails.
- ◆ The common app goes live in January of 2021. The paper application will go out and there will be a link for the common application. The “apply” process will redirect the applicant to Stradford.
- ◆ Access has been given to Scan, Beacon and The Bronx Borough president’s mailing lists to send out email blast to kids across New York City
- ◆ Email blasts will be going out by the third week in January.
- ◆ Dominique will host virtual open houses beginning at the end of January. She will also share the virtual recruitment fair information from the charter center once they send it. This will take place on Thursday’s in January and February. These sessions/ information sessions will include a student workshop component.
- ◆ A team of three people are making calls from the lists acquired and then adding the information to a tracker.
- ◆ Floor opened up for questions - no one had any.
- ◆ Brandi liked the plan
- ◆ Keith indicated that the state is adamant about making sure that SPC has applications. Vicki Smith will be checking the portal to ensure we are trending positively with enrollment. She is being very strict.
- ◆ Dominique indicated that she will work with CEI to set up event benchmarks to follow and assess progress
- ◆ Keith wants to know what the board can see weekly to show enrollment progress. Dominique will share the dashboard she created every Friday.
- ◆ Keith wants to be able to respond to Vicki accurately.
- ◆ Brandi asked if Brick or CEI has set benchmarks for the number of applications needed to achieve the 128 students needed.
- ◆ Dominique said she will work with CEI to identify how many applications are needed to yield 128 students.
- ◆ Brandi would like to know how many applications are needed to achieve the 128 students. If a particular event does not meet the intended target - do the target numbers carry over or does a new event need to be added?
- ◆ Tunde echoes Brandi and adds he would like a metric to measure performance over time and ensure we are meeting the milestones as needed.
- ◆ Keith asked what if anything Dominique Lee had to say about CEI’s plan. D. Nute replied that Brick has been working hard on the operation side of the school and making sure that D. Nute took a deep dive into the academics of the company. She stated that they have not discussed the plan in detail yet. .
- ◆ No further discussion about student recruitment.
- ◆ Faculty recruitment has been running and the job boards are up. Applications are active and there are about 8-9 total applications in the cue. This is all with very little advertising, simply word of mouth.
- ◆ Tunde took a second to circle back to student recruitment. He asked if there are any workshops or interactive events set up as previously discussed.
- ◆ Dominique indicated that the virtual events spoken about previously will be split in a 30 minute information session and 30 minutes to interact with the kids to draw them in. Looking to be super creative.
- ◆ Tunde wants to know if CEI is helping execute that plan?
- ◆ Dominique informed us that she is the driving force behind the virtual events and that CEI is offering assistance on the back end of things but not in the direct execution or planning of the event
- ◆ Tunde is very concerned about Dominique not having the needed support.
- ◆ Dominique indicated she has volunteers helping but that without a budget it is difficult to get paid help. Brick has been made aware that a DOO is needed and they are looking for the money to hire one
- ◆ Brandi suggested that Dominique take all the responsibilities that are currently not covered and outline them so that it can be presented to Brick. For example the need for an administration person to update trackers and do correspondence etc
- ◆ Tunde says that the help is absolutely needed - that Dominique cannot do this on her own.
- ◆ Portal uploads - Brick and Dominique Nute have been tackling that and it will be done

- **Governance Committee**
 - ◆ There was no report this month from the Governance Committee.
- **Facilities Committee**
 - ◆ Dominique Nute update on facilities: Brick did a walk through a few weeks ago with her and they are taking over that aspect of this project trying to secure funding through the DOE to cover the costs of the renovation.
 - ◆ Another update will be provided at the next meeting.
- **Academic Excellence/Accountability Committee**
 - ◆ There was no report this month from the Academic Excellence.
- **Finance Committee**
 - ◆ There was no report this month from the Finance Committee.
- **Fundraising Committee**
 - ◆ There was no report this month from the Fundraising Committee.
- **Unfinished Business**
 - ◆ There was no unfinished business this month.
- **Accepting Reports & Motions to Accept Reports**
 - ◆ There was a motion to accept the committee reports for the month of December Made by Elisabeth. The motion was seconded by Keith and approved by the majority vote of the board.
- **New Business**
 - ◆ There was no new business today.
- **Comments/Announcements**
 - ◆ Dominique asked for the board to update their bios with new job titles and address information by January 5th. She has a branding company working on behalf of SPC to update the website.
 - ◆ Mr. Howard thanked everyone for attending the special meeting.
 - ◆ Community Event ideas – please submit to info@stradfordprep.org
- **Adjournment**
 - ◆ Motion to adjourn the meeting was made at 7:25pm The motion was seconded by Tunde and passed by the board. The meeting was adjourned at 7:25pm.
 - ◆ Remarks - no remarks.
- **Executive Sessions**

Respectfully submitted,
Logan Hasson

*I, **Logan Hasson** the duly qualified interim acting Secretary of Stradford Preparatory Charter School for Boys, a New York education corporation, do hereby certify that I prepared these Minutes, and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on December 30, 2020*