



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREP BOARD MEETING AGENDA

Date	Wednesday, Feb. 19, 2020
Time	6:30pm – 8:30pm
Location	Columbia University - Teachers College - 152 West 120th New York, NY 10027
Phone Conference Information	262-607-9096 PIN: 582 700 917 #
Video Conference Link	Join Hangouts Meet - meet.google.com/ycd-kgwe-vxh

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**

1. Keith Howard
2. Brandi Womack
3. Logan Hasson
4. Shyah Dickerson
5. Tunde Lawson

→ **Board of Trustees absent with prior notice**

1. None

→ **Others expected to attend the meeting**

1. Dominique Nute
2. Liz Sundback

→ **Approval of the Agenda**

→ **Welcome and Public Comment - Invite the community to speak**

→ **School Leader Report**

1. Revisions to CMO contract

→ **Governance Committee**

1. Onboard of new members
- **Facilities Committee**
1. Space update from CSD 11
 2. Budget for Space
- **Academic Excellence/Accountability Committee**
1. No Report
- **Finance Committee**
1. Raza
 2. CSP Spending
 3. Walton Grant Update
- **Fundraising Committee**
1. No Report
- **Unfinished Business**
1. Space in CSD 11
 2. CMO Contract
 3. Board Training
- **Accepting Reports & Motions to Accept Reports**
- **New Business**
1. Raza Repayment Plan
- **Comments/Announcements**
1. Board meeting for March
 2. Community Event ideas – please submit to info@stradfordprep.org
- **Adjournment**
1. Motion to adjourn the meeting
 2. Remarks - Next Meeting Date and Location
- **Executive Sessions**



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STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS MEETING MINUTES

WEDNESDAY, FEB. 19 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, Feb. 19, 2020 at Columbia University - Teachers College - 152 West 120th New York, NY 10027. The meeting was called to order at 6:31pm. Roll call was taken at 6:31pm. All trustees presented stated their name and stated that they were present.

→ Call to Order

- The meeting was called to order at 6:31pm by the Board Chair, Mr. 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

→ Trustees Absent with prior notice

- Shyah Dickerson

→ Others in Attendance:

- Dominique Nute

(4) of the (5) trustees were in attendance in person/present throughout the meeting, which constituted a quorum for the transaction of business at the meeting. There were three members of the public that were also 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 Wednesday, Feb. 19, 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 Wednesday, January 29, 2020. The motion was seconded and the minutes were approved by the board. Logan will sign them and update them to the site.

→ School Leader Report

- Monthly meeting update with Brick - Ms. Nute and Mr. Lee had a discussion around the space for the school and rental assistance for the planning year. Ms. Nute mentioned that if we take the long term space, Mr. Lee brought up the idea of expanding down to the lower grades of elementary school-expanding to 500 or more students potentially. Mr. Howard inquired about the capacity of the school as well as the need for a new charter if they expand to lower grades. Ms. Nute said she would check in to occupancy records and the capacity of the space.
- As it relates to the short term space/ OSL space. Bricks spoke about an inspection and how Ms.Nute stated to Mr. Lee that she would prefer the lease negotiation to be for a short term lease with a long term option under consideration. She wants both negotiated together and not in isolation. The rationale is that the \$600,000 proposed Annex lease costs can be disseminated over the course of the long term lease. Ms. Nute stated that she has to circle back to Mr. Lee about subsidizing the planning year lease fees. Walton grant money will be made available for Stradford to cover part of that year’s cost but not the entire amount.
- During the discussion with Brick - Mr. Lee stated that some of the help and support in the following areas as it pertains to facilities will be provided from his team:
 - Securing an architect
 - Negotiations
 - The building walk through
 - Securing a planning year space
 - Certificate of Occupancy Issues
 - Act as liaison between SPC and the State with space
- Ms. Nute also stated that she would like to revise the CMO service contract for the planning year to eliminate the board training due to the additional board training that we are covering as a team. She stated that Mr. Lee was totally fine with that.

→ Governance Committee

- There was no report this month from the Governance Committee.

→ Facilities Committee

- Space update - Mr. Hasson and Mr. Howard emailed all members of the board the documents about the Lutheran space. Ms. Nute created a spreadsheet based on previous negotiations to make projections about the finances behind renting the OSL/Lutheran space. CSBM also created calculated numbers for a long term lease. Numbers were based on 128 students, a 2.5% escalation rate & rental assistance at an estimated \$4500 per student.
- Board members went over the spreadsheet which illustrated how the planning year and the lease for the space at Our Savior Lutheran looks as a short term lease with a long term lease option. The spreadsheet showed how the cost for the building lease and the rental assistance per student will offset one another. SPC will remain in the green up and through year 7 – using only rental assistance to pay the lease. After year 7 the use of just rental assistance begins to fall short and create a deficit.
- Board discussion began about escalation fees and what figures Ms. Nute used to make her calculations. It was also suggested that any lease developed should have an “out clause” in the event that the lease cost becomes too much. Mr. Howard brought up the development of a “Friends of” for charter school support.
- Mr. Howard returned to the topic of how to fund the planning year while occupying space at Our Savior Lutheran. There was a discussion about rental assistance caps and what is done with the excess money. Right now that cap doesn’t exist but it can change as it has in the past and can change with different Mayoral administrations.
- Ms. Nute shared additional concerns about the \$600,000 over the three years because it makes things very tight and hinges on so many things. She feels the space is very small for that amount of money and without the possibility of a long term lease it is too much money.
- Mr. Howard asked the group to put themselves in the position of Our Savior Lutheran – He feels like they may not reduce the requested rate of \$600,000. Ms. Nute feels like a bargaining tool of a long term lease increases the likelihood of them negotiating the \$600,000.

→ **Academic Excellence/Accountability Committee**

- There was no report this month from the Academic Excellence.

→ **Finance Committee**

- Raza repayment plan was created - we will use additional grant funds that we have obtained to pay the remaining balance of Raza off before the deadline.
- Mr. Lawson asked if using Walton grant money will hurt the budget for SPC? He feels like the Walton grant has been identified as a money source for several things and he wanted to know if too much was being expected of the Walton Grant funds. Ms. Nute clarified that CSP money cannot be used for rental space. Additionally she indicated that Brick has taken on the DOO salary and School Leader salary and CSP takes over the board training – that SPC can turn to Raza to assist with the rest if needed for another short term loan once we pay off the first loan as an option.
- The monthly check in meeting - bill.com and quick book review will happen and determine where money needs to be spent as it relates to the CSP spending plan. We will draft spending plan revisions for CSP and Walton.

→ **Fundraising Committee**

- There was no report this month from the Fundraising Committee.

→ **Unfinished Business**

- Spacing Decisions - Mr. Howard expressed concerns about the attorney fees with Lisa. He would like Ms. Nute to go back to Mr. Lee and finalize the proposal for Our Savior Lutheran. Ms. Nute will meet with Mr. Howard after her meeting with Brick this week and the candidate for Superintendent for the Bronx region.
- It was suggested that the financials for Our Savior Lutheran were obtained to determine what money may be owed and the likelihood of the building remaining open for a long term lease.
- Mr. Lawson wanted to know if everyone felt like the new agreement was alright to sign and that Brick would deliver on what they said they would help out with. Mr. Howard said that the agreement is required for the revision.
- Ms. Womack asked Ms. Nute if Our Savior Lutheran is a space that she wanted to go with and Ms. Nute reiterated only with the long term option because \$600,000.00 is too much to ask for just the annex.
- Ms. Nute did state that there is an option for Cardinal Hayes but that the CSD change is contingent upon showing that there is a leased space.
- Brick Service Agreement - Ms. Nute requested revisions to the service agreement presented to SPC by Brick. Ms. Nute stated that there were services that we were being charged for that we did not need. Ms. Womack asked if the Brick service agreement included fundraising support? Ms. Nute said it does not but we can meet with them to discuss our plan with them.
- Ms. Nute highlighted the change/revision of the CMO services contract for the planning year.
- The two items that were removed from the agreement:
 - Facilities Support because SPC did most of the legwork
 - Board training - we have hired Paul to complete this.
- A motion was made by Ms. Womack to accept the revisions of the CMO services contract agreement with Brick for planning year three (3). The motion was seconded and the board voted unanimously to approve the new contract. Mr. Howard will sign the contract and submit on behalf of SPC for Brick approval.
- Ms. Nute made the note to say that the fee reduction from \$176,000.00 to \$156,000.00 for the service contract was already previously voted on.
- The Brick fee for 18 months of service has been reduced to \$156,000.000. Stephanie will outline this in our charter revision.

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

- There was a motion to accept the committee reports for the month of Feb. made by Ms. Womack. The motion was seconded by Mr. Lawson and approved by the majority vote of the board.

→ **New Business**

- RAZA repayment plan - Ms. Nute stated she spoke to CSBM and it was decided to amend Walton Grant to repay Raza. The board did not disagree with this. The decision of paying this loan back was something that everyone on the BOT thought was important.

- A motion was made by Mr. Howard to accept the repayment plan submitted by Ms. Nute. The repayment plan outlined the timeframe and outstanding amount owed to Raza. Ms. Womack seconded the motion. The motion was passed unanimously by the board.

→ **Comments/Announcements**

- Mr. Howard thanked everyone for attending the meeting.
- Board training is scheduled for March 18, 2020.
- Community Event ideas – please submit to info@stradfordprep.org

→ **Adjournment**

- Motion to adjourn the meeting was made at 8:00pm. The motion was seconded by Mr. Lawson and passed by the board. The meeting was adjourned at 8:00pm
- Remarks - none today!

→ **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 Wednesday, Feb. 19, 2020.*