



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREP BOARD MEETING AGENDA

Date	Sunday, July 19, 2020
Time	10:00am - 11:30am
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

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

- None

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

- Dominique Nute
- Liz Sundback

→ [Approval of the Agenda](#)

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

→ [School Leader Report](#)

- ◆ Project Plan with Portal Uploads
- ◆ Recruitment for staff - update on plan

- ◆ Recruitment for Students meeting - update on plan and calendar
- ◆ Dominique leading on all school related issues
- ◆ Check in meeting with Brick on Wednesday with their leadership team

→ **Governance Committee**

- ◆ Board Training and board management
- ◆ Board Recruitment

→ **Facilities Committee**

- OSL Space Update

→ **Academic Excellence/Accountability Committee**

- No Report

→ **Finance Committee**

- Budget Update

→ **Fundraising Committee**

- No Report

→ **Unfinished Business**

- No Report

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

→ **New Business**

- No Report

→ **Comments/Announcements**

- [Stradford Preparatory](#) CS for Boys Toy Drive
- 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**



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STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS MEETING MINUTES - SUNDAY, JULY 19, 2020

A regularly scheduled meeting of the Board of Trustees (the "Board") of Stradford Preparatory Charter School for Boys (the "School") was held on Sunday, July 19, 2020. The meeting was called to order at 10:00am.

Roll call was taken at 6:30pm. All trustees presented stated their name and stated that they were present.

→ Call to Order

- ◆ The meeting was called to order at 10:00am 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
- ◆ Liz Sundback

(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 July 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 June 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

- ◆ Dominique discussed was the project plan and portal uploads. 64 items need uploading by 12/30/20. There are 46 items in draft form that need to be entered into a template. Brick will provide the templates for uniformity..
- ◆ By October 15th - 30% will be completed and then there are two additional deadlines of November 25th and November 30th for 50% to be completed.

- ◆ Dominique will meet with Brick and she will discuss with them their remaining contractual agreement to provide the Curriculum and Assessment pieces. This information will be brought together after the meeting and presented to the board at the next meeting.
- ◆ Staff recruitment - Brick will be provided a hiring team to help with this process from start to finish. Committee will include Dom, Brandi and a mentor. This should be a functioning committee by the end of November for December interviews. Staff recruitment plans will be converted to a template for a clear recruitment process.
- ◆ Dominique moved into explaining more about student recruitment. School Mint application tool costs anywhere from 15K to 20K to get up and running. There is about 70K in cash flow. The suggested course of action is to hold off on purchasing that option and see if Brick can take that expense on because there is no SPC funding for it to date. A more detailed look at the budget will take place later today between Dominique, Keith and Tunde outlining the availability of funds. Falling below a certain threshold of cash flow will raise red flags for the school with the state.
- ◆ Brandi asked if an alternative to School mint had been discussed with Brick.
- ◆ Dominique discussed the possibility of setting up the link for the common application so that it can be specifically focused to SPC. These application entries would have to be done manually and inserted into a lottery should the need present itself.
- ◆ Another option is to do some fundraising for the fees associated with purchasing School MInt. There was a suggestion to perhaps focus on adding a fundraising specialist to the board. A timeline and goals would have to be created for that because the financial needs are immediate.
- ◆ Dominique stated again that the budget does not allow for the purchase of School mInt at this time.
- ◆ In summary application options are: School Mint subsidised by Brick, Fundraising to replenish money taken from the existing cash flow to purchase School Mint or A special application link with some manual entry work needed
- ◆ Brandi would like to know how quickly the application link can be created to be used in the interim while School Mint is being deliberated. Dominique is going to talk to Chris about it this week. The link will be the immediate solution to the application process until a more permanent resolution is reached. Brandi also suggested a google interest form for people to fill out as well so the application process can be more pointed.

→ Governance Committee

- ◆ Brandi brought up the issue of board training, Dominique said that 20K was paid to Paul O'Neill
- ◆ Keith indicated that the board training required in the CAP has been satisfied but that school leader training and putting Bricks board members in place remains outstanding.
- ◆ Brandi would like board training in the area of fundraising if there is still board training that still remains to be done. She would like a timeline as to when that could occur and also clarification on what exactly the 20K paid to Paul O'Neill included as far as training sessions.
- ◆ Dominique asked Keith to get some clarification on the Paul O'Neill training. She wants to make the board stronger. Dominique indicated that there is a pool of applicants that can be pulled from for consideration.
- ◆ Brandi would like to at the next Board meeting to discuss adding 2-3 more board members. Keith brought up that Brick is supposed to be adding board members on their end as well.

→ Facilities Committee

- ◆ Dominique brought up the recent general contractor walk throughs at Our Saviour Lutheran for the renovations that are needed before occupying the building. She has 3 asks of the board:
 - A legitimate timeline for the roof repairs
 - A meeting with Keith, Pastor Gonzalez and Dominique to discuss the various contracts and proposal bids for the job
 - A timeline for year one as to when the work can start and which spaces should be addressed first.
 - Again due to budgetary restraints the renovation money would likely need to come from Razza.
 - Keith agrees to contact Pastor Gonzalez and get answers to those questions.

→ **Academic Excellence/Accountability Committee**

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

→ **Finance Committee**

- ◆ Later today Keith Dominique and Tunde will have a phone meeting where finances and budget will be itemized and then the board can decide if School Mint is a possibility.
- ◆ On Thursday of last week Dominique met with CSBM and she has decided to come off the medical plan to save that monthly fee. At this moment there is no money to pay a DOO salary but Dominique will be circling back to Brick for financial support on this topic. Instead of covering her salary it can be used to pay a DOO. Brick may also have a growth fund to assist with hiring a DOO for a Jan 1st start. In order for a DOO to receive medical benefits two people must be listed as on payroll So the money may have to be split 90%/10% so that there are two active employees.

→ **Fundraising Committee**

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

→ **Unfinished Business**

- ◆ There was no unfinished business.

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

- ◆ There was a motion to accept the committee reports for the month of July made by Logan. The motion was seconded by Brandi and approved by the majority vote of the board.

→ **New Business**

- ◆ There was no new business today.

→ **Comments/Announcements**

- ◆ 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 11:35am The motion was seconded by Tunde and passed by the board. The meeting was adjourned at 11:35am.
- ◆ 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 Sunday, July 19, 2020.*